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Corporation of the Municipality of Calvin

REGULAR MEETING OF COUNCIL

Date: June 24, 2025

Time: 6:00pm

1355 Peddlers Drive, Calvin, ON

Attendance: Mayor Gould, Councillors Grant, Latimer, Moreton;

Staff: CAO Donna Maitland, PW Superintendent Carr and Deputy Clerk Araujo.

Regrets: Councillor Manson

Guests: M. Anderson-encompassit, T. Hutchinson-McDougall Insurance both via Teams

1. CALL TO ORDER

Resolution Number: 2025-203

Moved By: Councillor Moreton

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT this June 24th, Regular Meeting of Council be called to order @6:00 p.m. by Mayor Gould who indicates that Councillor Manson has submitted his regrets and is unable to attend this meeting, and that quorum has been achieved.

Result: Carried

2. APPROVAL OF AGENDA

Resolution Number: 2025-204

Moved By: Councillor Moreton

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated.

Result: Carried

3. DECLARATIONS OF PECUNIARY OR CONFLICT OF INTEREST -

Councillor Grant declared a conflict of interest with agenda item number 6.3, matter Public Works Superintendent Report-RFQ-2025-02 Land Surveying Services Stewarts Roads as Stewarts Rd involving potentially my parents.

4. APPROVAL OF PREVIOUS MEETING MINUTES

Resolution Number: 2025-205

Moved By: Councillor Latimer

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT the minutes for the Regular Council Meeting of June 10th, be approved as presented and circulated.

Result: Carried

5. DELEGATIONS TO COUNCIL - NONE

6. BUSINESS ARISING FROM PREVIOUS COUNCIL MEETINGS

6.1 Cyber Security– Hutchison Insurance and Encompass IT

Resolution Number: 2025- 206

Moved By: Councillor Latimer

Seconded By: Councillor Grant

WHEREAS in the Fall of 2024 Council for the Corporation of the Municipality of Calvin directed staff to obtain a quote for cyber insurance,
AND WHEREAS staff followed through on that direction, submitted all relevant application materials to the Municipality's insurer and has now received a quote for a cyber insurance policy;
AND WHEREAS Council received the policy details and a presentation from Encompass IT who manage the municipality's information technology infrastructure;
NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin, hereby defers the decision to purchase of cyber insurance from Hutchison Insurance, as quoted to budget deliberations.

Result: Carried

6.2 CAO Report – CAO28-2025 Accessibility for Ontario Disability Act, 2025

Resolution Number: 2025-207

Moved by: Councillor Latimer

Seconded by: Councillor Moreton

That Council accepts the CAO report CAO28-2025- Accessibility for Ontarians Disability Act, 2025 (AODA) and Integrated Accessibility for Standards Regulation (Ontario Regulation 191/11) IASR Municipal Compliance
AND FURTHER THAT Council approves to adopt as policy, as presented, the document entitled "Maintenance and Disruption Procedures – Accessible Elements in Public Spaces."

Result: Carried

Councillor Grant leaves his chair at 7:10pm, having declared a conflict of interest with item 6.3 Public Works Superintendent Report-RFQ-2025-02 Land Surveying Services Stewarts Roads.

6.3 Public Works Superintendent - RFQ-2025-02 Land Surveying Services Stewarts Road

Resolution Number: 2025-208

Moved by: Councillor Latimer

Seconded by: Councillor Moreton

WHEREAS Council directed the CAO to engage professional firms to submit quotes for a survey of Stewarts Road to the bridge, by Resolution No. 2025-181;
AND WHEREAS, that should the cost be over \$23,000.00, proceeding will require Council approval, and that the cost of surveying the lands be borne by the Township;
AND WHEREAS, that the Planner of Record, Tulloch Engineering, review the survey and bring forth a recommendation to Council with respect to the survey results;
FURTHERMORE; a Request for Quotation was executed for the purpose of Land Surveying Services; and that the lowest bid was \$7,910.00 by Adam Kasprzak Surveying Ltd.;
AND FURTHERMORE, the bid is below the pre-approved \$23,000.00 and the Municipality of Calvin will enter into an agreement with Adam Kasprzak Ltd. to provide the land surveying services of Stewarts Road;
BE IT HEREBY RESOLVED that Council approves of this recommendation.

Result: Carried

Councillor Grant returns to his chair at 7:13pm

7. CONSENT AGENDA ITEMS FOR INFORMATION PURPOSES

Resolution Number: 2025-209

Moved By: Councillor Latimer

Seconded By: Councillor Grant

7.1 Town of Mattawan – Resolution 2025-073 Strong Mayor Powers

7.2 North Bay Parry Sound District Health Unit Finance and Property and Board of Health Meeting Agendas

7.3 CAO Report CAO29-2025 Ministry of Municipal Affairs and Housing Workshop

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby received the Consent Agenda Items as presented.

Result: Carried

8. ADMINISTRATIVE MATTERS:

8.1 Township of Black River Matheson Firefighter Certification Opposition Letter

Resolution Number: 2025- 210

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

WHEREAS Council and the Fire Chief for the Corporation of the Municipality of Calvin and its Council supports the Township of Black River Matheson's Resolution 2025-10.b opposing the mandatory firefighter certification requirements as currently outlined in O.Reg 343/22 and their request for support measures outlined in their letter dated June 10, 2025 to the Fire Marshal of Ontario;

NOW THEREFORE BE IT RESOLVED THAT a copy of this resolution and a copy of The Township of Black River Matheson's Resolution and letter be forwarded to the Fire Marshal of Ontario, the Solicitor General, the Premier of Ontario, MPP Vic Fedeli, the Association of Municipalities of Ontario, and the Federation of Northern Ontario Municipalities.

Result: Carried

8.2 Public Works Superintendent Monthly Report PWS 2025-10

Resolution Number: 2025-211

Moved by: Councillor Latimer

Seconded by: Councillor Moreton

WHEREAS, the Public Works Superintendent has provided a report for Council,
AND FURTHERMORE, Council for the Corporation of the Municipality of Calvin accepts the report as provided.

Result: Carried

8.3 Calvin Union Cemetery By-Law Amendment

Resolution Number: 2025-212

Moved by: Councillor Moreton

Seconded by: Councillor Grant

WHEREAS the Calvin Union Cemetery By-Laws must be consistent with the The Bereavement Authority of Ontario (BAO) requirements;

AND WHEREAS the current by-law has been identified by staff to be inconsistent with the BAO requirements in a number of areas;

AND WHEREAS the BAO has reviewed and provided recommendations for changes to the Corporation of the Municipality of Calvin's Cemetery By-Law;

AND WHEREAS as per the submission procedures for approval of Cemetery By-Laws or By-Law Amendments by the Registrar, Funeral, Burial and Cremation Services Act, 2002, Bereavement Authority of Ontario (reference sections 151, 152 and 153 of Ontario Regulation 30/11) states that no

cemetery/crematorium by-law or by-law amendment is effective until the registrar has approved it,

AND WHEREAS a notice of filing must be published once in a newspaper with general circulation in the locality in which the cemetery is located; conspicuously posted on a sign for 4 weeks at the cemetery entrance; and delivered to each supplier of markers who has delivered a marker to the cemeteries during the previous 12-month period;

AND WHEREAS proof of having met the requirements as outlined above is required to be submitted to the BAO along with the draft by-law for their approval prior to the by-law coming into effect,

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin approve of the draft Cemetery By-Law as provided by staff;

AND FURTHER THAT staff be directed to comply with the notice of filing requirements, and later the submission of all pertinent documents to the BAO;

AND FURTHER THAT once BAO approves of the draft by-law, (with or without changes) that it be brought back to Council for adoption and implementation.

Result: Carried

8.4 Public Works Superintendent Report - Winter Sand

Resolution Number: 2025-213

Moved by: Councillor Grant

Seconded by: Councillor Latimer

WHEREAS a request for quotation was executed for the supply of 3000 tonnes of screened winter sand;
AND WHEREAS two bids were received,
AND WHEREAS the lowest bid received was from A. Miron Topsoil Limited for a total of \$54,172.20,
AND FURTHERMORE, the cost of the winter sand will be included in the 2025 budget;
BE IT HEREBY RESOLVED that Council for the Corporation of the Municipality of Calvin approves of this recommendation.

Result: Carried

8.5 Request for Letter of Support – Mattawa River Business Development Group

Resolution Number: 2025-214

Moved by: Councillor Grant

Seconded by: Councillor Latimer

WHEREAS Council for the Corporation of the Municipality of Calvin is in receipt of a correspondence from the Mattawa River Business Development Group requesting Council submit to them a letter of support indicating that Council is in support of their business plan however, due to budget constraints the Municipality is not in a position to provide financial support to the entity, but is committed to participating in it in a non-financial capacity where possible;
AND FURTHERMORE, that its letter of support indicate Council recognizes the organization's potential and that it aligns with key provincial priorities and addresses long-standing service gaps in rural economic development;
AND FURTHERMORE that Council encourages the Province to consider the organization a worthwhile and timely investment in Northern Ontario;
NOW THEREFORE BE IT RESOLVED THAT as requested, Council for the Corporation of the Municipality of Calvin supports the organization in principle and with a condition that its Board include a business representative from the Municipality of Calvin;
AND THAT a copy of this resolution be forwarded to the Mattawa River Business Development Group as Council's response to their request for a letter of support.

Result: Carried

9. AGENCIES, BOARDS, COMMITTEES

Resolution Number: 2025-215

Moved by: Councillor Latimer

Seconded by: Councillor Grant

- 9.1 North Bay Mattawa Conservation Authority – Councillor Moreton
- 9.2 East Nipissing Planning Board- Councillor Grant, Mayor Gould
- 9.3 Physician Recruitment -Mayor Gould
- 9.4 Mattawa Regional Police Services Board -Councillor Grant
- 9.5 Canadian Ecology Centre - Mayor Gould
- 9.6 Cassellholme Exit Strategy- Mayor Gould

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin accepts the Agencies, Board, Committee Reports and/or Minutes provided by Council members at this meeting.

Result: Carried

10. CLOSED MEETING – NONE

11. RETURN TO OPEN SESSION -n/a

12. CONFIRMATORY BY-LAW

By-Law # 2025-31

Resolution Number: 2025-216

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT By-Law 2025-31 being a By-Law to confirm the proceedings of Council be approved.

Result: Carried

12. ADJOURNMENT

Resolution Number: 2025-217

Moved By: Councillor Moreton

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin now be adjourned @ 8:00p.m.

Result: Carried



Corporation of the Municipality of Calvin

SPECIAL MEETING OF COUNCIL

Date: June 24, 2025

Time: 10:00AM

1355 Peddlers Drive, Calvin, ON

Attendance: Mayor Gould, Councillors Grant (by Teams), Latimer, Manson (by Teams), Moreton;

Staff: CAO Donna Maitland .

1. CALL TO ORDER

Resolution Number: 2025-197

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT this June 24th, Special Meeting of Council be called to order @10:00 a.m. by Mayor Gould who indicates that quorum has been achieved.

Result: Carried

2. DECLARATIONS OF PECUNIARY OR CONFLICT OF INTEREST -None

3. APPROVAL OF AGENDA

Resolution Number: 2025-198

Moved By: Councillor Latimer

Seconded By: Councillor Manson

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated.

Result: Carried

4. CLOSED MEETING –

Resolution Number: 2025-199

Moved By: Councillor Moreton

Seconded By: Councillor Manson

Council will move into Closed Session as permitted under Section 239 of the Municipal Act, 2001, specifically to discuss:

- Litigation or potential litigation-s 239 (2) (e) and,
- Advice subject to solicitor-client privilege-s 239 (2) (f)
- Education and Training – s 239 (2) (g)

Result: Carried

5. RETURN TO OPEN SESSION

Resolution Number: 2025-200

Moved By: Councillor Manson

Seconded By: Councillor Latimer

That Council return to Open Session at 11:25 a.m. and report that it discussed the following:

- Litigation or potential litigation-s 239 (2) (e) and,
- Advice subject to solicitor-client privilege-s 239 (2) (f)
- Education and Training – s 239 (2) (g)

Result: Carried

6. CONFIRMATORY BY-LAW

By-Law # 2025-30

Resolution Number: 2025-201

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT By-Law 2025-30 being a By-Law to confirm the proceedings of Council be approved.

Result: Carried

7. ADJOURNMENT

Resolution Number: 2025-202

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin now be adjourned @11:27 a.m.

Result: Carried

6



Request for Exemption to Proposed Mandatory Firefighter Certification Requirements

From McBeth, John (SOLGEN) <John.McBeth@ontario.ca>

Date Wed 7/9/2025 11:58 AM

To Fire Chief <firedept@calvintownship.ca>

Cc Lew, Tara (SOLGEN) <Tara.Lew@ontario.ca>; Kirwin, Deanna (SOLGEN) <Deanna.Kirwin@ontario.ca>; Arsenault, Melanie (SOLGEN) <Melanie.Arsenault@ontario.ca>

Good morning Fire Chief Labreche,

I hope this email finds you well and that the summer is off to a good start.

I am writing today about a council resolution received by Fire Marshal Jon Pegg regarding mandatory firefighter certification and O. Reg 343/22.

Council passed a resolution formally opposing implementation of the certification requirements, citing that it does not reflect the operational realities of small, rural, and northern municipalities.

The Office of the Fire Marshal and the Ontario Fire College are fully committed to supporting municipalities through the compliance deadlines and as the Fire Marshal noted in his communication on July 2nd there are several options to train and certify your members to meet the requirements.

If interested, I would be more than happy to set up a call with both myself and my management team from training and certification so that we can explore the current certification levels with you and help understand your plans for certification and how we can assist your department.

The opportunity to collaborate and discuss options that work for your members is always there.

Look forward to hearing from you.

John McBeth

Deputy Fire Marshal, Training, Certification and Public Education | Office of the Fire Marshal
Ministry of the Solicitor General | Ontario Public Service
416-574-9277 | john.mcbeth@ontario.ca

Office of the Fire Marshal 

Working together towards making Ontario a fire safe place to live, work and play.

My work day may look different than your work day. Please do not feel obligated to respond out of your normal working hours.

CAO

From: CAO
Sent: July 14, 2025 11:49 AM
To: Mcbeth, John (SOLGEN)
Cc: Fire Chief
Subject: FW: Request for Exemption to Proposed Mandatory Firefighter Certification Requirements
Attachments: April 16 last correspondence no follow up by John or Jeff..docx

Hello John

I am in receipt of the email you forwarded to Fire Chief WHALLEY re Council's resolution.

I have attached subsequent correspondence in April between you and I with respect to the training situation. To this date, there has not been any follow up.

Council will be meeting on Tuesday July 22nd and would be happy to receive your formal response to Calvin's training situation. Please let me know if you are able to attend the Council meeting by TEAMS (at 6:00 p.m.) to provide the update (the envisioned plan) or if you would prefer to submit something in writing to them (in time to make it into their meeting packages by 4 p.m. this Wed, July 16th). If by TEAMS, I will provide you with the log in details.

Regards

Donna

Donna Maitland

CAO/Clerk/Treasurer

Municipality of Calvin

1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0

Ph: 705-744-2700

www.calvintownship.ca



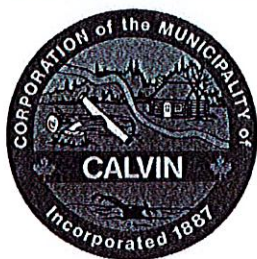
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CAO

Subject: FW: training records

Donna Maitland
CAO/Clerk/Treasurer
Municipality of Calvin
1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0
Ph: 705-744-2700
www.calvintownship.ca



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From: CAO <CAO@calvintownship.ca>
Sent: April 16, 2025 4:03 AM
To: Mcbeth, John (SOLGEN) <John.Mcbeth@ontario.ca>
Cc: Maki, Brian (SOLGEN) <Brian.Maki@ontario.ca>; Vanrybroeck, Jeff (SOLGEN) <Jeff.Vanrybroeck@ontario.ca>
Subject: Re: training records

Thanks John
I look forward to hearing from Jeff.
Donna

From: Mcbeth, John (SOLGEN) <John.Mcbeth@ontario.ca>
Sent: Tuesday, April 15, 2025 4:21:14 PM
To: CAO <CAO@calvintownship.ca>
Cc: Maki, Brian (SOLGEN) <Brian.Maki@ontario.ca>; Vanrybroeck, Jeff (SOLGEN) <Jeff.Vanrybroeck@ontario.ca>
Subject: RE: training records

Hi Donna,

Sorry for the delay in responding as I am on the road this week.

Jeff VanRybroeck, our Assistant Deputy Fire Marshal is going to follow up with you. However, as you have noted, the time for legacy approval for these members has passed and there is no opportunity to re-open that process as it is set out in the regulatory framework.

That being said, Jeff will connect back on the training that may be needed by these members and helping them get to the level of certification required to meet the municipalities needs for level of service. Once we understand the level of service, coming up with a good plan should not take time and there are offerings and options for training that should make the pathway to certification relatively clear for council.

John

John McBeth

Deputy Fire Marshal, Training, Certification and Public Education | Office of the Fire Marshal
Ministry of the Solicitor General | Ontario Public Service
416-574-9277 | john.mcbeth@ontario.ca

Office of the Fire Marshal 

Working together towards making Ontario a fire safe place to live, work and play.

My work day may look different than your work day. Please do not feel obligated to respond out of your normal working hours.

From: CAO <CAO@calvintownship.ca>
Sent: Monday, April 14, 2025 10:58 AM
To: Mcbeth, John (SOLGEN) <John.Mcbeth@ontario.ca>
Cc: Maki, Brian (SOLGEN) <Brian.Maki@ontario.ca>
Subject: training records

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi John

Council is meeting next Tuesday and I am to bring back a progress report with respect to the request to have the training of 4 firefighters recognized, given the unique circumstances experienced at the municipality during the time (now expired) when it ought to have been submitted by past fire chief/deputy chief. FYI the agenda will be finalized this Wed and it has to include my report, if there will be one.

Do you have a formal response I can bring back to Council and if not, when do you expect to be able to provide one?

Thank you
Donna

Donna Maitland
CAO/Clerk/Treasurer
Municipality of Calvin
1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0
Ph: 705-744-2700
www.calvintownship.ca



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Corporation of the Municipality of Calvin Council Resolution

Date: June 24, 2025

Township of Black River Matheson Firefighter Certification Opposition Letter

Resolution Number: 2025-210

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

WHEREAS Council and the Fire Chief for the Corporation of the Municipality of Calvin and its Council supports the Township of Black River Matheson's Resolution 2025-10.b opposing the mandatory firefighter certification requirements as currently outlined in O.Reg 343/22 and their request for support measures outlined in their letter dated June 10, 2025 to the Fire Marshal of Ontario;

NOW THEREFORE BE IT RESOLVED THAT a copy of this resolution and a copy of The Township of Black River Matheson's Resolution and letter be forwarded to the Fire Marshal of Ontario, the Solicitor General, the Premier of Ontario, MPP Vic Fedeli, the Association of Municipalities of Ontario, and the Federation of Northern Ontario Municipalities.

Result Carried

CERTIFIED to be a true copy of
Resolution No. 2025-210 passed by the
Council of the Municipality of Calvin Township
on the 24th day of June, 2025.

Donna Maitland
CAO/Clerk/Treasurer



CORPORATION OF THE
TOWNSHIP OF BLACK RIVER – MATHESON
367 FOURTH AVE, P.O. BOX 601, MATHESON, ON P0K 1N0
TELEPHONE (705) 273-2313 EMAIL : brm@twpbrm.ca WEBSITE: www.twpbrm.ca

Jon Pegg
Fire Marshal of Ontario
Office of the Fire Marshal
25 Morton Shulman Avenue
Toronto, ON M3M 0B1

June 10, 2025

Via Email: Jon.Pegg@ontario.ca

Dear Fire Marshal Pegg:

Subject: Request for Exemption to Proposed Mandatory Firefighter Certification Requirements (O. Reg. 343/22)

On behalf of the Council of the Township of Black River-Matheson, I am writing to express our concerns regarding the mandatory firefighter certification requirements under Ontario Regulation 343/22.

At its meeting held on June 10th, Council passed the attached resolution formally opposing the implementation of these requirements. While we recognize and support the importance of firefighter training and safety, the regulation as it stands does not adequately reflect the operational realities of small, rural, and northern municipalities.

Communities such as ours rely heavily on volunteer and composite fire departments that already face critical challenges in recruitment, training accessibility, and financial capacity.

Specifically, we are burdened by:

- Geographic barriers and long travel distances to accredited training centres,
- Inconsistent access to instructors and scheduling options,
- Limited budgets and competing capital demands,
- Difficulty in retaining and replacing volunteers due to increased regulatory pressures.

Without additional support, flexibility, or exemption mechanisms, the implementation of O. Reg. 343/22 will severely compromise our ability to provide consistent, timely, and effective fire protection to our residents.

Accordingly, the Council of the Township of Black River-Matheson respectfully requests that the Office of the Fire Marshal and the Ministry of the Solicitor General:

1. Defer full implementation of the certification regulation for rural and northern municipalities,
2. Provide exemptions or alternative compliance pathways tailored to the needs and limitations of small, remote fire services,
3. Increase funding and training supports for municipalities outside major urban centres.

We believe that a one-size-fits-all regulatory model will disproportionately and unfairly affect communities like ours. A more flexible, consultative approach is urgently needed. Thank you for your consideration of this request. We would welcome further discussion and are open to participating in any future consultations or working groups aimed at resolving these challenges collaboratively.

Sincerely,

Dave Dymont, Mayor

/hjl

On behalf of the Council of Black River-Matheson

Encl.: Resolution No.2025-214 – Council Opposition to O. Reg. 343/22

CC:

The Honourable Michael Kerzner, Solicitor General – michael.kerzner@ontario.ca

The Honourable Doug Ford, Premier of Ontario – premier@ontario.ca

John Vanthof, MPP, Timiskaming—Cochrane – jvanthof-co@ndp.on.ca

Association of Municipalities of Ontario (AMO) – amo@amo.on.ca

Federation of Northern Ontario Municipalities (FONOM) – admin@fonom.org

All Ontario Municipalities



Corporation of the Township of Black River - Matheson
367 Fourth Avenue
P.O. Box 601
Matheson, Ontario
P0K 1N0

ITEM # 2025-10.b)
RESOLUTION

DATE: June 10, 2025

2025-214

Moved by Councillor Steve Campsall
Seconded by Councillor Alain Bouchard

WHEREAS the Ontario government has enacted O. Reg. 343/22, establishing mandatory certification requirements for firefighters under the Fire Protection and Prevention Act, 1997;

AND WHEREAS Council for the Township of Black River-Matheson acknowledges the importance of standardized firefighter training and safety;

AND WHEREAS these mandatory certification requirements pose significant challenges for small, rural, and northern municipalities due to limited financial and training resources, geographic barriers, and reliance on volunteer fire departments;

AND WHEREAS the implementation of these requirements without additional flexibility or support may negatively impact the Township's ability to recruit and retain volunteer firefighters and provide adequate fire protection to its residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Township of Black River-Matheson formally opposes the mandatory firefighter certification requirements as currently outlined in O. Reg. 343/22;

AND FURTHER THAT this resolution be forwarded to the Solicitor General, Premier of Ontario, MPP John Vanthof, the Fire Marshal, AMO, FONOM, and all Ontario municipalities

☒ CARRIED ☐ DEFEATED

CHAIR SIGNATURE

☐ Original ☐ Amendment ☐ Refer ☐ Defer ☐ Reconsider ☐ Withdrawn

Recorded Vote-TO BE COMPLETED BY CLERK ONLY

	YEAS	NAYS
Mayor Dave Dymant		
Councillor Allen		
Councillor Charbonneau		
Councillor Campsall		

Councillor McCutcheon		
Councillor Gadoury		
Councillor Bouchard		

Hongji Lei

Hong Ji Lei
Town Manager/Clerk

7

1875

1876

From: Ashley Lecappelain <ashley.lecappelain@healthunit.ca>

Sent: June 26, 2025 1:51 PM

To: list

Subject: Board of Health - Approval of Minutes

Hello,

Please be advised that the Board of Health and Finance and Property minutes for April 23, 2025, were approved at the June 25, 2025, meeting and are now posted to the Health Unit website.

Thank you,

Ashley Lecappelain | Executive Assistant | Office of the Medical Officer of Health/Executive Officer |
Pronouns: She/Her

North Bay Parry Sound District Health Unit

345 Oak Street West | North Bay, Ontario P1B 2T2 | Canada

705-474-1400 ext. 5272 | 1-800-563-2808

ashley.lecappelain@healthunit.ca | myhealthunit.ca

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CASSELLHOLME

BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

THURSDAY, MAY 22, 2025

MINUTES

Date: Thursday, May 22, 2025

Location: Cassellholme Garden Room

Board Members: Dave Mendicino, Chair
Michelle Lahaye – Vice Chair
Chris Mayne
Mark King
Peter Chirico
Robert Corriveau
James (Jim) Bruce

Staff: Angie Punnett, Administrator
Billy Brooks, Chief Financial Officer
Dave Smits, Capital Facilities
Camille Bigras, QI Director
Julie Pilkey, Secretary

Regrets: Anita Brisson, Project Manager

Guests: Monique Peters, Family Council (Zoom)
Johanne Brousseau (Zoom)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>MEETING RECORDED</p> <p><i>"Moved by Peter Chirico and seconded by Jim Bruce that the meeting be called to order at 5:00 p.m."</i></p> <p>Res. #059-25 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p>Added 7.3 – Confidential Matter – Financial Levy</p> <p><i>"Moved by Mark King and seconded by Michelle Lahaye that the Board approved the Agenda for this meeting, as amended."</i></p> <p>Res. #060-25 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>"Moved by Jim Bruce and seconded by Robert Corriveau that no Board Members present have declared a conflict of interest."</i></p> <p>Res. #061-25 <u>Carried</u></p>	

3. Approval of Minutes		
	<p>3.1 Approval of the Minutes of the Annual General Meeting held on April 24, 2025</p> <p><i>"Moved by Peter Chirico and seconded by Mark King that the minutes of the Annual General Meeting, held on April 24, 2025, be adopted as presented."</i></p> <p>Res. #062-25 <u>Carried</u></p> <p>3.2 Approval of the Minutes of the Regular Board Meeting held on April 24, 2025</p> <p><i>"Moved by Robert Corriveau and seconded by Michelle Lahaye that the minutes of the Regular Board Meeting, held on April 24, 2025, be adopted as presented."</i></p> <p>Res. #063-25 <u>Carried</u></p>	
4. New Business		
	<p>4.1 MLTC Public Report – April 4, 2025</p> <p>Report included in package. Previously discussed at the last meeting. All orders have been completed and submitted.</p>	
5. Redevelopment		
	<p>5.1 Construction Update (Dave Smits)</p> <p>Report in package. Dave added the Ministry wants a finished building and fully stocked, etc., before completing their inspection. Move in date has been changed to September 8-16, 2025. Move date for residents will be September 14, 2025 All documents must be submitted by July 15, 2025 – 10 days prior to Ministry inspection. List of residents to be moved – send to the Ministry by July 15, 2025 Mid June – send notice to residents and families Staff assignments – staff to choose in July. Major systems have been run and tested. No issues.</p> <p>5.2 CFS Provincial Announcement</p> <p>Handout Briefing Note shared by Advantage Ontario on May 15, 2025 as part of their budget highlight communication. The MLTC is launching a new construction funding support program. The specificity of the eligibility criteria Advantage Ontario provided is not promising for the Cassellholme project. There are no policy details yet from the MLTC, so it is difficult to comment on the exact funding impact this would have on the project, if Cassellholme were eligible. Peter Chirico will be in Toronto next week to meet with the Minister and Vic Fidel and continue to advocate for Cassellholme.</p> <p>5.3 Transition Plan</p> <p>Movers were onsite last week to tour the buildings and look at the move plan. Discussed the concerns with having only 1 elevator to use. The move will be approximately 3 minutes per resident with most belongings already moved prior to the move day.</p>	

6. Operations		
	<p>6.1 Operations Update Update in package. Angie added due to the delay in moving, Cassellholme has applied for another air conditioning exemption for this year. No response has been received yet. Nurses week was recently celebrated in the Home. Staffing is stabilizing in all departments. Angie is having dialogue with the Chamber of Commerce regarding permanent residency. Julie Pilkey has accepted the position of the Occupational Health, Safety & Wellness Manager. She will be training Tiffany Chapman to take over as the Board Secretary. Dave Smits has announced he is retiring May 31, 2025. Anita Brisson will be taking over as the Project Manager. The Board is requesting a walk-thru of the new building. Email will be sent out to everyone for Thursday May 29th at 11:00 a.m. Safety boots will be required. Hard hats and vests will be available for everyone.</p>	
7. IN-CAMERA		
	<p>Guests left the Meeting</p> <p><i>"Moved by Michelle Lahaye and seconded by Jim Bruce that the Board proceed to an In-Camera session at 5:55 p.m."</i></p> <p>Res. #064-25 <u>Carried</u></p> <p>7.1 Approval of the In-Camera Minutes – dated April 24, 2025</p> <p style="text-align: center;">In-Camera Motion – Res. #065-25</p> <p>7.2 Confidential Matter – Redevelopment 7.3 Confidential Matter – Financial Levy</p> <p><i>"Moved by Michelle Lahaye and seconded by Peter Chirico that the Board approve the In-Camera session to be adjourned at 7:03 p.m."</i></p> <p>Res. #066-25 <u>Carried</u></p>	
B. CORRESPONDENCE		
	No items noted	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	
D. DATE OF NEXT MEETING		
	Thursday June 26, 2025 – Cassellholme Garden Room – 5:00 p.m.	

E.	ADJOURNMENT	
	<p><i>"Moved by Mark King and seconded by Robert Corriveau that the meeting be adjourned at 7:05 p.m."</i></p> <p>Res. #067-25 Carried</p>	

Secretary

Chairman

May 15, 2025

Subject: Cassellholme Redevelopment Update – May 15, 2025

Construction Activity

Highlights:

Phase 00 - Work complete.

Phase 1-A – Work complete

Phase 1-B sequencing remains unchanged from the previous report.

Refer to schedule notes of previous reports for comments on Draft Finishing Schedule and comments on Rev. 4 Schedule.

The owner's move in date has been confirmed for September 8 to September 16, 2025.

Updated milestones have been coordinated with Cassellholme and are as follows:

Documentation submission to the Ministry of Long-Term Care (MOLTC): July 15, 2025

Anticipated Pre-Occupancy review by MOLTC: July 29, 2025

Cassellholme Move-in: Start – September 8, 2025, Finish September 16, 2025.

Schedule risks outlined in the March 2025 report have materialized resulting in the revised September 2025 move-in date.

The draft schedule for Phase 2 has been submitted for review, coordination and discussion.

PHASE 1-B

- Interior boarding is ongoing on Level 5.
- Mechanical and electrical finishes are ongoing.
- Link construction is in final stages.
- Painting and millwork installation is in progress.
- Drywall and T-bar ceilings are in final stages, and ceiling tile installation in progress.
- Flooring installation is in progress.
- Door and hardware installation is ongoing.
- Window covering installation is ongoing.
- Cubical curtains and patient lift installation is ongoing.
- Washroom accessories installation is ongoing.
- BAS programming, Equipment start-ups and balancing is ongoing.
- FA verification is ongoing.
- Exterior grading and decorative fence installation is ongoing.

Percon has accepted the alternate move-in date, September 8-16th, patient move date of Sept 14th, to allow for the risks identified in last month's report.

Previous Month's Schedule risks:

1. Block C delays (previously recorded) experienced at the end of 2024 now impact the overall schedule
2. CO 166- Door hardware revisions, CO 164 - Revised Sentronic closers to 24V, SI 173 - Revision to BF operator buttons. Lead times and scheduling work is a concern.

There have been some significant progress with the millwork installations, Marel's walls on the ground floor, IT and commissioning targets are still the focus to the team. Third week of May, Percon and MJA work together to verify the 2nd floor for deficiencies and use that as a guide for the other floors. The furniture is scheduled to be on site by end of May. Secondary date for room placement will be mid July. Currently working with the ministry to have them on site, targeting July 29-Aug 5 for their inspection. Percon has confirmed staff on-site for training for end of July and all of August. Movers have visited the site and met the staff to initiate the readiness process and will return August 13th for a mock-up run of how the day will play out. Outstanding visit with Healthcare Relocators.

Transition Planning

An updated summary is attached for reference.

Highlights:

Bed Application Licensing – Continue to have discussions with OH and Ministry on next steps.

Storage Plan – to bring in some shelving, late May, for the 2nd floor for evaluation and approval. To proceed to order remaining rooms immediately after. Other appliances will all be on order by first week of June. Furniture delivery all by end of May

Move Plan – Sept 8-16th should occupancy not be granted after Aug 5th

IT connections have begun and anticipate training to commence 3rd week of July

Outdoor space, fencing commenced first week of May

Occupancy Checklists resubmitted Occupancy documents to be submitted by July 15 (substantial completion); once ministry receives, a date will be provided for inspection. Target July 29-Aug 5.

Change Order Log - Please see the attached

Budget Update – To be provided separately, W. Brooks

Summary - 2025-05-15

Action	Sub Actions	Responsible	Due Date
Occupancy Checklist	Occupancy documents to be submitted by July 15 (substantial completion); once ministry receives, a date will be provided for inspection. Target July 29-Aug 5	Anita	2025-07-15
Art Fundraising		Anita	ongoing
Wood at mill for purpose	ideas have been noted and small WG; including Creative Industries - WG to assemble once individuals are available	Anita	ongoing
Outdoor Space	Commence in May; balcony furniture to be purchased		June/July
P1 Move			
HCR - Movers	Movers in person meeting May 13; with mockup date of Aug 13; Move will commence on the 8th-16th, Patient move on the 14th; main takeaway is to begin purging where ever possible so it is not all left to the end	Anita	2025-08-13
Resident Communication	Monthly communications provided Highlighted unit names and picture of room and of dining room; balconies as well; next communication for room placement to begin mid to end of June	Anita/Derek	ongoing
Furniture delivery	Delivery of all furniture May 29th; placement to rooms to be in July	Anita	2025-05-29
IT			
Cameras	added to training plan		
ID Access Card	To breakdown internal processes for profiles, roles, access; program the system and print the cards for implementation; to begin the printing process in June		
Phone & TV System	Finalized and TV packages to be made in May; Purchase of TVs - June and mounting in July	Anita	ongoing
Network Design	completed		
Digital Menus/Boards	S/W - Mealsuite being implemented by CH management and TVs, and mounts purchased		
Nurse Call	Austco and Percon and Clinical finalize the alerts, call bells, colours for certain calls Nov 4 - added to training plan		
Bed Allocation - Indigenous and Speciality			
Bed Application - Licencing	Continue to have discussions with OH and Ministry on next steps	NFN/Angie	ongoing
Support Services			
Building Ready	Discussions of the process for building ready (kitchens, med rooms, medications, storage, linens, food, laundry flow, elevator usage and timing, housekeeping and cleaning) ordering appliances early June for all delivery and placement by mid July	Anita	June/July
Appliances	to be ordered by first week of June and placement by mid July	Anita	June/July
Storage Area list	to bring in some shelving, end of May, for the 2nd floor for evaluation and approval. To proceed to order remaining rooms immediately after.	Anita	June/July
Inventory Management Solution and Process	CH have created an internal process and will not be paying for 3rd party solution	Anita	closed
Emergency Response			
Fire plan	Medsled training has commenced in old building new sleds to prepare staff	Anita/Julie/Ron	ongoing
P2 Parking	Need to begin discussions and planning for start of P2 parking (winter 2026); options to be discussed with SLT	Anita	Winter 2026
Staff Training Plan			
Detailed Breakdown	Training to commence 3rd week of July with online videos and on floor training; simulated on unit training to commence in June to provide expectations of flow and effectiveness	Anita/Ellen	July/August

Change Order Log - May 16 2025																
Person																
RFE	RFE	PC	CD	SI	RFI	CO	Work Description	Reason	Status	Date Issued	Quote Sent	Approval Date	Quoted	Approved		Contract Time (days)
1	1			1		1	Millwork revisions/clarifications	Coordination	Approved	18-Feb-22	17-Mar-22	28-Mar-22	\$34,553.53		\$34,553.53	
2	2	1				2	Emergency Switchboard revisions	Coordination	Approved	17-Feb-22	17-Mar-22	28-Mar-22	\$4,919.20		\$4,919.20	
3	3					3	Increase Builders Risk Insurance to Include Soft Costs	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$29,846.88		\$29,846.88	
4	4					3	Cost associated to add Wrap Up Insurance Policy	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$282,579.86		\$282,579.86	
5	5R1	2				5	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20		\$4,677.20	
6	6	3				4	Washroom Accessories Revisions	Coordination	Approved	28-Mar-22	22-Apr-22	25-Apr-22	\$863.50		\$863.50	
7	7	9					Removal existing foundations (Unit rate only - see RFE 16)	Cancelled	Cancelled	21-Apr-22	25-Apr-22					
8	8	16				6	Provide new water valve at property line	AHJ	Approved	05-May-22	06-May-22	06-May-22	\$8,607.50		\$8,607.50	
9	9	4				41	North wing door revisions	Coordination	Approved	28-Mar-22	16-Jan-23	19-Jan-23	\$3,756.50		\$3,756.50	
10	10	5				7	Elevator pit lighting revisions	AHJ	Approved	29-Mar-22	09-May-22	16-May-22	(\$1,361.00)		(\$1,361.00)	
11	11	6				8	Transformer modifications	Cost Saving	Approved	07-Apr-22	09-May-22	27-May-22	(\$6,000.00)		(\$6,000.00)	
12	12 R1					9	Millwork edging revisions & Drawer modifications (per email April 25, 2022)	Cost Saving	Approved	N/A	19-May-22	01-Jun-22	(\$11,906.00)		(\$11,906.00)	
13	13						CANCELLED: Drawer modifications (SEE RFE 12R1)	Cancelled	Cancelled	N/A	09-May-22					
14	14	17				12	Temporary Hydrant at North Wing	AHJ	Approved	12-Apr-22	16-May-22	01-Jun-22	\$5,585.25		\$5,585.25	
15	15R2	7R1				36	Phase 1 temporary door revisions and hardware coordination	Coordination	Approved	02-Dec-22	06-Dec-22	10-Jan-22	\$4,539.70		\$4,539.70	
16	16R2	9				15	Removal of existing foundations	Site Condition	Approved	21-Apr-22	20-May-22	27-Jun-22	\$70,126.38		\$70,126.38	
17	17	11				11	Hardware revisions to Door V101	Coordination	Approved	27-Apr-22	19-May-22	01-Jun-22	\$6,046.70		\$6,046.70	
18	18R2	18				14	Revised pipe material storm main tee at Olive St.	Site Condition	Approved	13-May-22	20-May-22	29-Jun-22	\$7,885.44		\$7,885.44	
19	19	12				10	Temporary lighting in courtyard parking	Health & Safety	Approved	27-Apr-22	25-May-22	01-Jun-22	\$15,888.40		\$15,888.40	
20	20R1	8				13	Add card reader control for rear doors on elevators 1024 & 1025	Design Improvement	Approved	25-Apr-22	30-May-22	10-Jun-22	\$1,512.50		\$1,512.50	
21	21R1					16	Temporary Door Hardware supplied by Owner's Security Provider	Schedule Change	Approved	22-Jun-22	08-Jul-22	22-Jul-22	(\$6,650.00)		(\$6,650.00)	
22	22	23					Investigate/repair storm line blockage near property line at Olive St.	Site Condition	Cancelled	23-Jun-22	06-Jul-22					
23	23R2			19R1		17 R	Corrections and revisions to parking lot line in temporary and east parking areas	Owner Requested	Approved	16-Aug-22	15-Sep-22	22-Sep-22	\$3,454.00		\$3,454.00	
24	24R4	22R1				27	Provide temporary power feed to east parking lot lighting	Coordination	Approved	19-Aug-22	24-Oct-22	27-Oct-22	(\$8,416.88)		(\$8,416.88)	
25	25R1	25R1				18	Revision to waterline connections to existing building - Revised	Site Condition	Approved	03-Aug-22	05-Aug-22	11-Aug-22	\$42,426.23		\$42,426.23	
26	26	20				19	Revision to electrical panel E-1-C	Coordination	Approved	02-Jun-22	09-Aug-22	11-Aug-22	\$6,702.30		\$6,702.30	
27	27R1	19R1				23	Revised acoustic ceiling tile materials	Cost Saving	Approved	15-Sep-22	28-Sep-22	05-Oct-22	(\$66,054.48)		(\$66,054.48)	
28	28			23		20	Pile Rock Points	Contractor Requested	Approved	03-Aug-22	12-Aug-22	12-Aug-22	\$98,826.40		\$98,826.40	
29	29R3	28				33	Revision to Phase 1 & 2 sanitary and storm connections at grade beams	Coordination	Approved	03-Aug-22	09-Nov-22	22-Nov-22	\$21,724.63		\$21,724.63	
30	30	26				21	Revision to under-slab plumbing and inverts	Coordination	Approved	16-Jul-22	18-Aug-22	22-Sep-22	\$15,186.50		\$15,186.50	
31	31	10				40	Revision to the fire and combination fire/smoke dampers	AHJ	Approved	26-Apr-22	15-Sep-22	26-Jan-23	\$134,858.85		\$134,858.85	
32	32R1	14					Door frame material revisions along corridor 1165	Design Improvement	Not Accepted	31-Aug-22	31-Aug-22					
33	33					24	Revised wood frame design for Jams	Cost Saving	Approved	09-Sep-22	28-Sep-22	05-Oct-22	(\$12,750.00)		(\$12,750.00)	
34	34R4	21R3				29	Provide new grounding loop for new building service	AHJ	Approved	22-Aug-22	28-Oct-22	08-Nov-22	\$77,892.15		\$77,892.15	
35	35R3	27R2				35	Delete deck mounted soap dispensers	Owner Requested	Approved	21-Nov-22	05-Dec-22	10-Jan-22	(\$4,081.00)		(\$4,081.00)	
36	36R4	15R				117	Door hardware revisions to door 1147a	Coordination	Pending	12-Oct-22	18-Apr-24	29-Apr-24	\$10,606.20		\$10,606.20	
37	37	13R				31	Janitor room door revisions	Coordination	Approved	19-Sep-22	19-Sep-22	10-Nov-22	\$4,785.00		\$4,785.00	
38	38	29				22	Existing Service Plug Requirement	AHJ	Approved	31-Aug-22	23-Sep-22	10-Oct-22	\$2,414.10		\$2,414.10	
41	41	24R1				32	Provide grilles on type 'G' fin radiation in trench in Auditorium 1005	Coordination	Approved	22-Sep-22	17-Oct-22	15-Nov-22	\$23,009.80		\$23,009.80	
							After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22						
39	39	31					Additional curb at edge of existing parking area	Owner Requested	Cancelled	16-Sep-22	28-Sep-22					
40	40R1	32R1				25	Revision to existing sanitary line	Site Condition	Approved	21-Sep-22	29-Sep-22	06-Oct-22	\$61,577.36		\$61,577.36	180
47	47R1	33				43	Structural revisions to Phase 1 framing, Phase 2 framing, pile caps and piles	Coordination	Approved	23-Sep-22	11-Jan-23	22-Jan-23	\$37,018.71		\$37,018.71	4
42	42R1	34				26	Water storage tank layout and structural revisions	Coordination	Approved	26-Sep-22	14-Oct-22	27-Oct-22	\$3,597.83		\$3,597.83	
43	43	35R				61	Revision to North Wing elevator brackets for rail attachments	Coordination	Approved	07-Oct-22	20-Jun-23	27-Jun-23	\$11,964.96		\$11,964.96	
53	53	36R2				44	Revision to brace frame V8105	Coordination	Approved	09-Nov-22	13-Dec-22	26-Jan-23	\$9,497.44		\$9,497.44	
45	45	37				30	Revision to light fixtures P5 and P6	Coordination	Approved	11-Oct-22	31-Oct-22	08-Nov-22	\$2,369.33		\$2,369.33	
48	48	38				37	Structural beam revisions at Block B roof terraces balconies	Coordination	Approved	20-Oct-22	13-Dec-22	10-Jan-23	\$969.52		\$969.52	
49	49R2			36R1		60	Structural clarifications - structural steel and rebar shop drawings	Coordination	Approved	20-Jan-23	10-Mar-23	28-Jun-23	\$2,768.37		\$2,768.37	
46				7R1		28	Provide slab Mounting brackets for smoke shelter	Site Condition	Approved	17-Oct-22	25-Oct-22	01-Nov-22	\$1,050.68		\$1,050.68	
51	51R1	39				38	Add smoke detectors in corridors of R4A areas	Coordination	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$5,258.00		\$5,258.00	
44R1				22		34	Provide additional steel modifications outlined in S1R22	Coordination	Approved	27-Jul-22	16-Nov-22	22-Nov-22	\$3,100.11		\$3,100.11	
				40			Additional elevator controls	Coordination	Pending	07-Dec-22						
56	56	41				45	Revision to sliding door frame details	Coordination	Approved	21-Dec-22	08-Feb-23	28-Feb-23	\$8,783.30		\$8,783.30	
54	54	42				46	Provide fixed mirrors in Staff washrooms	Coordination	Approved	10-Jan-23	03-Feb-23	28-Feb-23	\$7,507.50		\$7,507.50	
54R1	54R1	42				48	Correct the cost of fixed mirrors from C046	Coordination	Approved	10-Jan-23	03-Mar-23	21-Mar-23	(\$2,035.00)		(\$2,035.00)	
52	52			39		39	Provide relay bases on smoke detectors related to door hold opens for S1R39	AHJ	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$3,014.00		\$3,014.00	
55	55	43					Revised range hood colour	Owner Requested	Cancelled	18-Jan-23						
57	57	44				42	Revision to L42 & L42-1 lavatory fixtures	Coordination	Approved	18-Jan-23	17-Jan-23	21-Feb-23	\$5,193.10		\$5,193.10	
54	54R1			41		42	Remedial modifications to pile caps and grade beams - Phase 1	Site Condition	Approved	28-Nov-22	10-Jan-23	20-Jan-23	\$14,145.87		\$14,145.87	4
58	58	45					Revisions to operable window vent type	Coordination	Cancelled	06-Feb-23						
60	60	46				52	Modifications to generator ESS breakers	Coordination	Approved	07-Feb-23	24-Mar-23	03-May-23	\$19,405.10		\$19,405.10	
95	95	47				79	Revised office door locations, electrical from PC47	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-23	\$10,312.50		\$10,312.50	
72	72R3	47				73	Revised office door locations, typical millwork from PC47	Owner Requested	Approved	15-Aug-23	15-Aug-23	07-May-24	\$11,985.60		\$11,985.60	
59	59	48R				49	Revisions to electrical to accommodate Kitchen Equipment Phase 1	Coordination	Approved	14-Feb-23	17-Mar-23	22-Mar-23	\$501.60		\$501.60	
62	62R2	49				54	Typical Bedroom Mockup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,377.95		\$75,377.95	
						50	Revised rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23						
						50	Revision to select light fixtures to alternate product	Design Improvement	Approved	22-Mar-23	20-Apr-23	26-Apr-23	\$0.00		\$0.00	
65	65	52				57	Delete select cubical curtains and provide track breaks in patient lift tracks	Coordination	Approved	29-Mar-23	12-May-23	01-Jun-23	(\$5,382.50)		(\$5,382.50)	
75	75R1	53				69	Electrical revisions for elevator connections	Coordination	Approved	30-Mar-23	29-Jun-23	03-Aug-23	\$18,212.70		\$18,212.70	

68	68	54			Revisions to interior expansion joint types	Coordination	Cancelled	30-Mar-23				
67	67	56		56	Exhausting Water Room pull station	Coordination	Approved	05-Apr-23	17-May-23	23-May-23	\$1,142.90	\$1,142.90
82	82R2	57R		78	Revision to brace frame V8205	Coordination	Approved	17-Apr-21	12-May-21	18-May-21	\$1,164.02	\$1,164.02
64	64				Revision to biometric readers	Owner Requested	Approved	18-Apr-23	12-May-23	25-Sep-23	\$21,023.00	\$21,023.00
66	66		49	51	Fire Removal at End of Block B	Site Condition	Approved	03-Nov-22	20-Apr-23	26-Apr-23	\$2,117.50	\$2,117.50
66	66R1	58		58	Clarification to area drains	Coordination	Approved	20-Nov-22	19-Jul-23	27-Jul-23	\$25,942.40	\$25,942.40
77	77R1	59		55	Fiber optic connection to existing building	Coordination	Approved	02-Mar-21	21-Jul-21	12-Oct-21	\$10,189.50	\$10,189.50
78	78	60		63	Additional pot light in Bedroom Type "D"	Coordination	Approved	02-May-23	26-Jun-23	04-Jul-23	\$2,865.50	\$2,865.50
				61	Revision to clarify day unit product	Discontinued Product	Pending	09-May-21				
71	71	62R		59R	Modifications to elevator framing for door supports and additional pit ladder	Coordination	Approved	23-May-23	05-Jun-23	27-Jun-23	\$66,131.08	\$66,131.08
				63	Patching of existing asphalt drive ways	Owner Requested	Cancelled	23-May-23				
81	81	64		65	Flooring revisions	Coordination	Approved	25-May-23	07-Jul-23	20-Jul-23	\$7,090.72	\$7,090.72
80	80R2	65		84	Owner requested revisions to Kitchen Equipment	Coordination	Approved	25-May-23	23-Sep-23	08-Oct-23	\$68,113.10	\$68,113.10
73	73	66		62	Delete kitchen equipment soap and towel dispenser accessories	Owner Requested	Approved	29-May-23	20-Jun-23	27-Jun-23	\$52,670.00	\$52,670.00
176	126R2	67R3		115	Tie-in to existing fire alarm and PA systems	Coordination	Approved	30-May-23	21-Mar-24	12-Apr-24	\$18,950.80	\$18,950.80
87	87	68		70	Revision to louvers	Coordination	Approved	30-May-23	02-Aug-23	08-Aug-23	\$660.00	\$660.00
68	68	69		58	Patent lift system power supply covers	Owner Requested	Approved	01-Jun-23	05-Jun-23	22-Jun-23	\$10,222.30	\$10,222.30
83	83	70		67	Revision to stair guard assembly	Coordination	Approved	06-Jun-23	19-Jul-23	26-Jul-23	\$726.00	\$726.00
85	85	71		66	Revision to Corral tile type 1 in 1 select rooms	Owner Requested	Approved	15-Jun-23	19-Jul-23	25-Jul-23	\$0.00	\$0.00
74	74R1	72R		64	Temporary support angles for Block C structural frame	Coordination	Approved	13-Jun-23	28-Jun-23	04-Jul-23	\$10,563.30	\$10,563.30
69	69R1			71	Removal of existing foundations at electrical duct bank trench	Site Condition	Approved	14-Jun-23	07-Jul-23	09-Aug-23	\$10,095.80	\$10,095.80
76	76R3	61		72	Revision to clay unit masonry product	Coordination	Approved	09-May-24	26-Jun-24	12-Aug-24	\$55,860.00	\$55,860.00
				73	Revise solid surface finish colour on millwork M30 & M31	Owner Requested	Cancelled	12-Jul-23				
					Additional structural support at 5th floor trench drain	Coordination	Pending	12-Jul-23				
90	90	75R		74	Revised detail at expansion joint at gridline 23 between S & T/1-2	Coordination	Approved	12-Jul-23	14-Aug-23	24-Aug-23	\$8,513.40	\$8,513.40
92	92			75	Revised rebar structures at elevator duct bank	Coordination	Approved	18-Jul-23	23-Aug-23	30-Aug-23	\$10,036.20	\$10,036.20
93	93			148	76 Revision to window sill support material detail	Contractor Requested	Approved	23-Aug-23	29-Aug-23	05-Sep-23	\$3,312.89	\$3,312.89
102	76			86	Coring of Foundation for temporary generator connection	Coordination	Approved	25-Jul-23	03-Oct-23	11-Oct-23	\$3,850.00	\$3,850.00
101	101R3	76R2		91	Connection for Portage Gasket and Load Bank Testing	Owner Requested	Approved	06-Feb-24	22-Feb-24	12-Mar-24	\$116,723.25	\$116,723.25
94	94	77		77	Revision to jockey pump electrical feed	Coordination	Approved	26-Jul-23	01-Sep-23	12-Sep-23	\$5,904.80	\$5,904.80
98	98	78		82	Revised wall depth in laundry rooms to accommodate 4" drain pipe	Coordination	Approved	27-Jul-23	19-Sep-23	03-Oct-23	\$346.50	\$346.50
108	108	79		111	Delete fire damper at return air duct in penthouse level	Coordination	Approved	31-Jul-23	24-Oct-23	21-Mar-24	(\$497.00)	(\$497.00)
97	97R1	80R		81	Revised wall thickness to accommodate pipe size	Coordination	Approved	03-Aug-23	19-Sep-23	03-Oct-23	\$3,090.10	\$3,090.10
96	96	81		83	Domestic booster pump power feed	Coordination	Approved	23-Aug-23	13-Sep-23	02-Oct-23	\$6,792.50	\$6,792.50
				156	Revision to Drew St. entrance sanitary & storm pipes for interferences	Coordination	Approved	28-Aug-23	11-Feb-25	25-Feb-25	\$54,487.51	\$54,487.51
105	105	81		88	Electric heaters for temporary heat in rooms at junction between Phase 1 and 2	Coordination	Approved	15-Sep-23	10-Sep-23	24-Oct-23	\$5,335.90	\$5,335.90
				84	Investigation for tie-in to existing PA system	Coordination	Approved	15-Sep-23				
85	85		67	80	Ductwork revisions related to S187	Coordination	Approved	06-Jun-23	02-Jul-23	25-Sep-23	\$1,439.90	\$1,439.90
103	103R1	85		89	Additional louvre cover	Coordination	Approved	02-Oct-23	30-Oct-23	10-Nov-23	\$3,300.00	\$3,300.00
106	106	86		87	Chiller Support Frames	Coordination	Approved	02-Oct-23	17-Oct-23	18-Oct-23	\$42,145.73	\$42,145.73
112	112R1	87		96	Revised light fixture type U & U1	Coordination	Approved	17-Oct-23	29-Nov-23	07-Jan-24	\$2,753.30	\$2,753.30
114	114	88		94	Revised storm drain piping from the roof of Shaft #5	Coordination	Approved	26-Oct-23	14-Nov-23	05-Dec-23	\$8,269.80	\$8,269.80
120	120R4	89		114	Acid digital men board connections at each dining area	Owner Requested	Approved	31-Oct-23	01-Apr-24	12-Apr-24	\$15,715.40	\$15,715.40
116	116	90		100	Additional roof anchors at chimney for Boiler #5	Coordination	Approved	01-Nov-23	20-Nov-23	10-Jan-24	\$35,019.60	\$35,019.60
				91	Revision to flooring materials in corridors and resident vestibules	Owner Requested	Approved	08-Nov-23	22-Nov-23	07-Jan-24	\$0.00	\$0.00
				92	Provide a permanent load bank for generator testing	Coordination	Pending	08-Nov-23				
132	132R2	93		127	Revision for door controls	Coordination	Approved	10-Nov-23	08-May-24	23-May-24	\$55,073.65	\$55,073.65
117	117	94		93	Ground connection from pole to transformer	Coordination	Approved	14-Nov-23	24-Nov-23	27-Nov-23	\$3,122.90	\$3,122.90
104	104R2	90		90	Additional truck compartment for lift truck in room 5091 - Submittal 135	Coordination	Approved	09-Nov-23	31-Oct-23	28-Nov-23	\$2,448.60	\$2,448.60
111	111R1	91R2		92	Revision to ductwork related to ERW1 and S491R2	Coordination	Approved	15-Sep-23	16-Nov-23	20-Nov-23	\$4,701.40	\$4,701.40
			95R		Typical resident wardrobe storage hinges	Owner Requested	Cancelled	20-Nov-23				
121	121R2	96R		102	Typical resident room and washroom millwork revisions	Owner Requested	Approved	22-Nov-23	09-Jan-24	15-Jan-24	\$28,778.20	\$28,778.20
123	123R2	97R		101	Revision to resident room drapes	Owner Requested	Approved	22-Nov-23	08-Jan-24	10-Jan-24	\$4,059.00	\$4,059.00
			98		Additional lightning protection	Coordination	Cancelled	27-Nov-23				
125	125R2	99R		103	Single switch at flusher dispenser in isolated utility rooms	Coordination	Approved	29-Nov-23	11-Jan-24	15-Jan-24	\$1,651.10	\$1,651.10
135	135R1	100		95	Revised drainage for balcony/roof areas	Coordination	Approved	29-Nov-23	15-Feb-24	27-Feb-24	\$19,183.78	\$19,183.78
110	110R1		80	95	Cases associated with vinyl/clay flooring in S180	Coordination	Approved	15-Aug-23	30-Nov-23	14-Dec-23	\$22,216.50	\$22,216.50
			101		Delete telephone cables between communications cabinets	Owner Requested	Cancelled	19-Dec-21				
				53	Phase 2 Piping	Site Condition	Approved	08-Jan-24	08-Jan-24	10-Jan-24	\$0.00	\$0.00
129	129R1	102		104	Revision to Clean Utility Millwork M13	Owner Requested	Approved	22-Dec-23	24-Jan-24	30-Jan-24	\$29,900.00	\$29,900.00
134	134R2	103		112	Delete resident room lower entrance mirror boxes	Owner Requested	Approved	02-Jan-24	15-Mar-24	03-Apr-24	\$11,848.00	\$11,848.00
133	133	104		106	Revisions to Phase 2 Structural Steel	Coordination	Approved	04-Jan-24	02-Feb-24	27-Feb-24	\$13,369.24	\$13,369.24
136	136	105		118	Wanderguard elevator control tie-in	Coordination	Pending	08-Jan-24	17-Apr-24	29-Apr-24	\$32,157.40	\$32,157.40
				98	Asphalt deficiency warranty extension	Deficiency Reconciliation	Approved	06-Dec-23	14-Dec-23	11-Jan-24	\$7,500.00	\$7,500.00
127	127	107		99	CSA IPAC training course	Contractor Requested	Approved	10-Nov-23	02-Jan-24	11-Jan-24	\$550.00	\$550.00
139	139R4	106		109	Revision to Block D tub rooms	Coordination	Approved	24-Jan-24	26-Feb-24	07-Mar-24	\$7,681.30	\$7,681.30
148R1	148R1	107		122	Support posts for metal stair sections in stairwells	Owner Requested	Approved	31-Jan-24	01-May-24	03-May-24	\$53,007.19	\$53,007.19
141	141	108		108	Revised outlet locations in Type C Bedrooms	Owner Requested	Approved	08-Feb-24	23-Feb-24	07-Mar-24	\$1,907.40	\$1,907.40
140	140			107	Delete sliding bank detail at Penthouse	Cost Saving	Approved	21-Feb-24	21-Feb-24	27-Feb-24	\$10,600.00	\$10,600.00
137	137			110	Slab edge firestop detail revision	Coordination	Approved	09-Feb-24	04-Mar-24	07-Mar-24	\$39,165.00	\$39,165.00
145	145			113	Extent of slab edge at curtain wall block C - Phase 1	Coordination	Approved	22-Mar-24	22-Mar-24	04-Apr-24	\$3,637.92	\$3,637.92
					Clarification to temporary soffits and heating details	Cancelled	Pending	07-Mar-24				
146	146	109R		116	Acid door S116 and associated hardware	Coordination	Approved	07-Mar-24	05-Apr-24	26-Apr-24	\$11,688.50	\$11,688.50
147	147R1	110R		116	Acid door S116 and associated hardware	Coordination	Approved	06-Mar-24	28-Jul-24	28-Jul-24	\$2,195.38	\$2,195.38
					Revisions to communication cabinets/packs and distribution	Coordination	Approved	16-Mar-24				

150	150	112		123	Radiant heater piping enclosures	Coordination	Approved	14-Mar-24	22-Apr-24	22-May-24	\$9,624.86	\$9,624.86
151	151	113		119	Revisions to Resident Washrooms to Accommodate Plumbing Drain	Coordination	Approved	22-Apr-24	22-Apr-24	29-Apr-24	\$5,564.06	\$5,564.06
152	152	114		126	Revisions to water room door hardware	Coordination	Approved	20-Mar-24	07-May-24	23-May-24	\$8,929.80	\$8,929.80
156	156	116R		121	Revision to handrails and base bumpers	Coordination	Approved	02-May-24	01-May-24	07-May-24	\$14,213.18	\$14,213.18
153	153			129	Revision to cabinet locks	Owner Requested	Approved	24-Apr-24	24-Apr-24	24-May-24	\$1,540.57	\$1,540.57
154	154		193		Delete Sprinkler Control Valve	Cost Saving	Approved	01-May-24	24-Apr-24	07-May-24	(\$500.00)	(\$500.00)
158	158	117		124	Add temporary heat trace system to pipes at underside of servery 2078 & 2086	Coordination	Approved	08-Apr-24	08-May-24	15-May-24	\$21,541.30	\$21,541.30
157	157	118		128	Phase 1 - Roof level sun control outrigger support	Coordination	Approved	11-Apr-24	06-May-24	24-May-24	\$29,342.14	\$29,342.14
160	160	119R		132	Kill switch for Ground Floor Servery 1067	Coordination	Approved	13-May-24	30-May-24	06-Jun-24	\$2,971.10	\$2,971.10
159	159			125	Revise millwork pulls	Cost Saving	Approved	10-May-24	10-May-24	23-May-24	(\$4,132.80)	(\$4,132.80)
163	163	120		133	Additional exit signs at double egress doors	Coordination	Approved	29-May-24	11-Jun-24	23-Jul-24	\$22,341.00	\$22,341.00
162	162	121R		134	Add end enclosures to sneeze guards	Arj	Approved	03-Jun-24	12-Jun-24	23-Jul-24	\$10,373.00	\$10,373.00
		122			Brick support at level 2 balcony/roof	Coordination	Pending					
				130	Delay Claim Settlement	Delay Claim	Approved	04-Jun-24	04-Jun-24	06-Jun-24	\$317,200.00	\$317,200.00
148	149			131	Additional cubicle curtains Phase 2	Coordination	Approved	17-Apr-24	17-Apr-24	29-May-24	\$10,670.00	\$10,670.00
		123			Replace damaged trees by winter salt at highway	Site Condition	Cancelled	08-Jul-24	19-Jul-24		\$34,672.55	
168	168R	124		138	Outrigger and dandrifications for pumps P6, P7, P20 & P21	Coordination	Approved	18-Jul-24	09-Aug-24	29-Aug-24	\$1,821.00	\$1,821.00
167	167			136	Revision to hardware on doors 1018a, 1030b, 1165	Coordination	Approved	22-Jul-24	22-Jul-24	29-Jul-24	\$1,056.00	\$1,056.00
169	169R	125		137	Revision to soffit detail at 1064 & 1075	Coordination	Approved	22-Jul-24	07-Aug-24	14-Aug-24	\$5,908.76	\$5,908.76
		126			Add hot water recirculation line to washers	Design Improvement	Cancelled	22-Jul-24		11-Sep-24		\$0.00
		127		140	Generator shore power circuit	Coordination	Approved	07-Aug-24	03-Sep-24	19-Sep-24	\$6,043.40	\$6,043.40
		128		141	Revision to 5th floor Dining Windows & exhaust duct	Coordination	Approved	13-Aug-24	09-Sep-24	19-Sep-24	\$20,700.61	\$20,700.61
		129		142	Rework roof drain above 5th floor balcony	Coordination	Approved	19-Aug-24	11-Sep-24	19-Sep-24	\$4,275.35	\$4,275.35
175	175R	130R		143	Revised - insulation tie-in at temporary wall to curtainwall	Coordination	Approved	19-Sep-24	24-Sep-24	03-Oct-24	\$5,417.50	\$5,417.50
171	171		135	139	Credit for revisions to PHV valves from SI#135	Cost Saving	Approved	18-Jul-24	15-Aug-24	29-Aug-24	(\$4,954.00)	(\$4,954.00)
		131			Revised - Gas detection in generator room #6011	Regulatory Change	Pending	06-Nov-24				
		132		144	Water room drywall revision	Coordination	Approved	19-Sep-24	29-Sep-24	04-Oct-24	\$1,045.44	\$1,045.44
				137	Clarification to handrail corners	Coordination	Approved	24-Jul-24				
				138	Compositly Slab Crack remediation	Coordination	Approved	14-Sep-24				
				142	Outwork revisions at Chapel 1027	Coordination	Approved	12-Sep-24				
				141	Revised - Location of Electrical Panel in Janitor Rooms	Coordination	Approved	01-Oct-24				
				143	Revision to bulkheads at corridor 1032	Coordination	Approved	17-Sep-24				
				133	Revision to balcony ceiling panels at tapered beams	Owner Requested	Approved	21-Oct-24	22-Oct-24	29-Oct-24	\$0.00	\$0.00
		144R(2)			Revised (2) - Temporary link connection details	Coordination	Approved	16-Oct-24				
		145			Clarification to boiler breaker feeds and temp link heaters	Coordination	Approved	08-Oct-24				
		146			Revised rating at column 12.1-F	Coordination	Approved	10-Oct-24				
		141R		145	Reframing and hardware revision relative to SI#141R	Coordination	Approved	08-Oct-24	15-Oct-24	21-Oct-24	\$1,364.66	\$1,364.66
		147			Clarification to typical windows drainage	Coordination	Approved	22-Oct-24				
181	181	134		147	Add Handrails to link	Architect omission	Approved	20-Nov-24	20-Nov-24	20-Nov-24	\$5,268.77	\$5,268.77
				148	Clarification to shift bottom closure location	Coordination	Approved	30-Oct-24				
				149	Clarification to penthouse glycol tank wiring	Coordination	Approved	06-Nov-24				
				150	Revision to fireplace hearth stone in S115	Coordination	Approved	19-Nov-24				
				151	Cancelled: Miscellaneous Structural Clarifications	Coordination	Approved	02-Apr-25				
180R		144R2		148	Temporary Link Connection details	Coordination	Approved	15-Nov-24	02-Dec-24	10-Dec-24	\$10,226.30	\$10,226.30
				152	Revisions breakers and raceway at IT Room 6003	Coordination	Approved	20-Nov-24				
				149	Gas detection controller in generator room 6011	Coordination	Approved	02-Dec-24	02-Dec-24	10-Dec-24	\$3,942.40	\$3,942.40
				153	Audio Nurse Call alert info	Coordination	Approved	09-Dec-24				
				154	Revised FHC location main floor phase 1	Coordination	Approved	11-Dec-24				
			135	152	Modify alternating tread ladder construction in penthouse	Coordination	Approved	12-Dec-24	30-Jan-25	07-Feb-25	\$5,830.00	\$5,830.00
				155	Revision to dryer surround opening dimensions	Coordination	Approved	06-Jan-25				
				150	Add Handrails to link (2nd part)	Coordination	Approved	17-Dec-25	15-Dec-25	20-Dec-25	\$4,548.50	\$4,548.50
136				151	Temporary dishing at lounge bump-out to existing construction	Coordination	Approved	06-Jan-25	30-Jan-25	13-Jan-25	\$12,562.00	\$12,562.00
				156	Revisions 2 Clarification to gypsum ceilings in stairwells	Coordination	Approved	11-Mar-25				
				157	Clarification to balcony soffit heights	Coordination	Approved	14-Jan-25				
				137	Provide cricketed backslope insulation between ERV#1 and MJ#2	Percon	Approved	15-Jan-25	30-Jan-25	07-Feb-25	\$1,650.00	\$1,650.00
				138	Provide keypad locksets on Resident laundry room doors	Owner Requested	Approved	16-Jan-25	30-Jan-25	07-Feb-25	\$4,455.00	\$4,455.00
				139	Cancelled - Provide range hood in gathering space kitchen S116a	Owner Requested	Approved	11-Mar-25				
				140	Millwork/Revisions for site coordination issues	Coordination	Approved	22-Jan-25	30-Jan-25	07-Feb-25	\$1,670.35	\$1,670.35
191			158	159	Fur-out around FA panel in Med room 1070	Coordination	Approved	30-Jan-25	11-Mar-25	25-Mar-25	\$1,247.07	\$1,247.07
				159	Revision to ceilings bulkheads in corridor 5082 and 5099	Coordination	Approved	03-Mar-25				
				160	Revised - Ceiling height in corridor 5081	Coordination	Approved	30-Jan-25				
				141	Modify stainless steel count 2078	Coordination	Approved	10-Feb-25	05-Mar-25	13-Mar-25	\$0.00	\$0.00
				161	Revision to fireplace hearth stone in S115	Coordination	Approved	12-Feb-25				
192	192			160	Revised counter support at M&D under counter fridge	Owner Requested	Approved	12-Feb-25	11-Mar-25	25-Mar-25	\$2,694.91	\$2,694.91
193R1	143			165	Temporary Cladding of columns exposed to exterior in P1	Coordination	Approved	12-Feb-25	08-Apr-25	15-Apr-25	\$10,961.13	\$10,961.13
				162	Revision to shower floor drains for sheet flooring	Coordination	Approved	12-Feb-25				
194R1	144			158	Modify rated wall at Room S115 to suit piping	Coordination	Approved	25-Mar-25	25-Mar-25	25-Mar-25	\$4,923.41	\$4,923.41
				163	Revisions to door frame protection	Coordination	Approved	01-Feb-29				
				164	Revised 2: Relocate Shower room storage cabinets	Coordination	Approved	24-Mar-25				
				145	Cancelled Add LCD Audio annunciator displays for nurse call in P1	Coordination	Approved	15-Apr-25				
				165	Clarifications on IT room 6003 panel terminations and rack equipment locations	Coordination	Approved	23-Feb-25				
196	146			162	Horizontal cable management and access control data drop	Coordination	Approved	24-Feb-25	01-Apr-25	01-Apr-25	\$4,105.20	\$4,105.20
				166	Drywall bulkhead control joint locations	Coordination	Approved	03-Mar-25				

			167		Clarification to expansion joint details	coordination	Approved	04-Mar-25												
			147		Cancelled. Add closure panel to back pane on 3rd floor curtainwall	coordination	Approved	07-Apr-25												
202R1				166	Door hardware revisions	Owner request/coordination	Approved	10-Mar-25	09-Apr-25	15-Apr-25	\$20,851.60	\$20,851.60								
				168	Revised Kitchen hood in gathering Space kitchen	coordination	Approved	11-Mar-25												
				169	Install heat pump in shower room 5105	coordination	Approved	11-Mar-25												
19S1	149		160	161	Revised: Filter panels and relocated upper cabinets of SI#164 Revised 2	coordination	Approved	24-Mar-25	18-Mar-25	04-Apr-25	\$804.65	\$804.65								
197	150R		171	163	Wall closure at soffit construction in Janitor Room 1065	coordination	Approved	20-Mar-25	02-Apr-25	02-Apr-25	\$3,241.99	\$3,241.99								
				170	Revision to cubical curtains in tub rooms	coordination	Approved	17-Mar-25												
				172	Closure at hopper fixture S582 base to wall	coordination	Approved	20-Mar-25												
					Revise fireplace hearth material	coordination	Approved	24-Mar-25												
199	152		164	167	Revised Sentronic doors to 24V	coordination	Approved	24-Mar-25	07-Apr-25	07-Apr-25	\$6,264.50	\$6,264.50								
153					Revision to ceiling in Lobby 1002	coordination	Approved	25-Mar-25	09-Apr-25	15-Apr-25	\$0.00	\$0.00								
				175	Installation of TV mounts in residents rooms	as per contract	Approved	15-Apr-25												
				174	Clarification on location of fireproof switches	coordination	Approved	02-Apr-25					\$15,096.44							
				173	Revision to RF operator buttons	coordination	Approved	02-Apr-25	02-Apr-25	05-May-25	\$856.90	\$856.90								
154			168		Cabinet lock revisions for keying	owner request	Approved	17-Apr-25	17-Apr-25	27-Apr-25	\$8,505.09	\$8,505.09								
					Aisles nomenclature and Traffic clarification	coordination	Approved	28-Apr-25												
155					Revision to storm line serving existing building at Apple Wing	Design Improvement	Approved	01-May-25												
				177	Ceiling height revisions in corridors 1030 1032	coordination	Approved	06-May-25												
				178	Comms cabinet in block C level 5	Design Improvement	Approved	14-May-25												
				179	Clarifications for interferences at clean out access doors	coordination	Approved	14-May-25												
				180	Clarification for quantity of lockers in staff lockers	coordination	Approved	14-May-25												
					Total - As of Issue Date								\$2,496,760.99	\$2,525,713.39						

Summary of Change Orders / Extras

Cassellholme Redevelopment

As at: 2025-03-31

Change Order #	Issue Date	Purpose	Amount (Pre HST)	HST	Approved by Owner	Contingency Used
151	08-Jan-25	Temporary cladding at Lounge bump-out tight to existing construction	\$ 12,562.00	\$ 1,633.06	Yes	Yes
152	29-Jan-25	Modify alternating tread ladder construction in penthouse	\$ 5,830.00	\$ 757.90	Yes	Yes
153	29-Jan-25	Milwork revisions for site coordination issues	\$ 1,670.35	\$ 217.15	Yes	Yes
154	30-Jan-25	Provide cricketed backslope insulation between ERV#1 & MUA#2	\$ 1,650.00	\$ 214.50	Yes	Yes
155	30-Jan-25	Provide keypad locksets on Resident Laundry room doors	\$ 4,455.00	\$ 579.15	Yes	Yes
156	11-Feb-25	Revision to Drew St. entrance sanitary & storm pipes for interference	\$ 54,487.51	\$ 7,083.38	Yes	Yes
157	06-Mar-25	Modify stainless steel counter in 2078 (No Cost)	\$ -	\$ -	Yes	Yes
158	17-Mar-25	Modify rated wall at Room 5115 to suit piping	\$ 4,923.41	\$ 640.04	Yes	Yes
159	11-Mar-25	Furr-out around FA panel in Med Room 1070	\$ 1,247.07	\$ 162.12	Yes	Yes
160	11-Mar-25	Revised counter support at M60 under counter fridge	\$ 2,694.91	\$ 350.34	Yes	Yes
161	18-Mar-25	Filler panels and relocated upper cabinets of SI#164R2	\$ -	\$ -	Pending	Pending
162	01-Apr-25	Horizontal cable management and access control data shop	\$ 4,105.20	\$ 533.68	Yes	Yes
163	02-Apr-25	Wall closure at soffit construction in Janitor room 1065	\$ 3,241.99	\$ 421.46	Yes	Yes
164	07-Apr-25	Revise Sentronic closures to 24v	\$ 6,264.50	\$ 814.39	Yes	Yes
Total			\$ 103,131.94	\$ 13,407.15		
Hard Contingency			\$ 4,026,832			
Total Contingency			\$ 4,629,632			
Change orders Issued from Contingency			\$ 2,428,635	<- feeds report	Per Percon Report	\$ 2,428,635.56

YTD Project Budget to Actual

Cassellholme Redevelopment

Commencement to date:

Cassellholme

March 31, 2025

Feb 2025

Mar 2025

Budget Item	Description	Board Approved Budget	Spent Commencement to Previous Month	Current Month	Total Spent to Date	Budget Remaining	% of Budget Spent
A1	Land	-	-	-	-	-	0.0%
A2	Land Legal Fees and others	-	-	-	-	-	0.0%
A3	Property Taxes	-	-	-	-	-	0.0%
B1.1	Construction Cost - Phase 1	52,954,402	48,952,596	1,043,030	49,995,627	2,958,776	94.4%
B1.2	Construction Cost - Phase 2 & 3	48,626,198	4,640,504	30,200	4,670,704	43,955,494	9.6%
B1.3	Budget Increases - Change Orders	2,428,635	1,831,766	65,574	1,897,340	531,295	78.1%
B1.4	Holdback Retained	-	7,205,233	148,045	7,353,277	7,353,277	0.0%
B1.4a	Holdback Released	-	20,840	-	20,840	20,840	0.0%
B1.5	Owner Hard Costs	7,046	7,046	-	7,046	-	100.0%
B2	Demolition	-	-	-	-	-	0.0%
B3	Construction Contingency	4,026,832	-	-	-	4,026,832	0.0%
B3	Contingency Reductions- Change Orders	2,428,635	-	-	-	2,428,635	0.0%
C1	Architect	3,305,965	2,870,257	20,684	2,890,941	415,024	87.4%
C2	Structural Engineer	417,800	360,647	1,460	362,107	55,693	86.7%
C3	Mechanical Electrical Engineer	1,359,186	1,222,022	-	1,222,022	137,164	89.9%
C4	Civil Engineer	154,927	146,013	112	146,125	8,802	94.3%
C5	Landscape Architect	55,213	44,590	-	44,590	10,623	80.8%
D1	Geotechnical / Environmental	29,751	29,751	-	29,751	0	100.0%
D2	Land Surveyor	-	-	-	-	-	0.0%
D3	Energy Modelling Consultant	87,145	87,145	-	87,145	-	100.0%
D4	Commissioning Consultant	78,066	52,036	800	52,836	25,230	67.7%
D5	AV and Acoustics Consultant	62,529	50,179	-	50,179	12,350	80.2%
D6	Food Services Consultant	22,263	20,763	-	20,763	1,500	93.3%
D7	Elevator Consultant	9,713	6,213	-	6,213	3,500	64.0%
D8	Cost Consultant	89,770	89,770	-	89,770	-	100.0%
D9	Hardware Consultant	4,000	4,000	-	4,000	-	100.0%
D11	Life Safety and Fire Consultant	3,038	3,038	-	3,038	-	100.0%
D10	Misc. Consultants	400,655	224,342	-	224,342	176,313	56.0%
E1	Development Charges	-	-	-	-	-	0.0%
E2	Building Permit	-	-	-	-	-	0.0%
E3	Miscellaneous Permits	31,235	31,235	-	31,235	0	100.0%
F1	Insurance - Liability & Builder's Risk	-	-	-	-	-	0.0%
F2	Pre-Opening Expenses	-	-	-	-	-	0.0%
F3	Project Management Fee	858,833	674,444	16,887	691,331	167,502	80.5%
F4	Administrative Costs	-	-	-	-	-	0.0%
F5	Accounting Services	300,000	275,202	-	275,202	24,798	91.7%
F6	Marketing Fees	70,000	62,463	-	62,463	7,537	89.2%
F7	Disbursements	60,000	54,292	-	54,292	5,708	90.5%
F8	Legal Fees	600,000	530,747	-	530,747	69,253	88.5%
G1	Construction Loan Interest	4,783,132	3,704,121	168,649	3,872,769	910,363	81.0%
G2	Commitment Fee	-	-	-	-	-	0.0%
G3	Broker's Fees	-	-	-	-	-	0.0%
G4	Financing Legal Fees	-	-	-	-	-	0.0%
G5	Project Monitor	172,000	101,683	2,979	104,661	67,339	60.8%
G6	Appraisal	-	-	-	-	-	0.0%
G7	Draw Fees	-	-	-	-	-	0.0%
H1	HST on Monthly Costs	15,088,933	7,108,391	132,183	7,240,575	7,848,358	48.0%
H2	HST Input Tax Credit	15,088,933	6,357,999	541,838	6,899,837	8,189,096	45.7%
H3	HST Self-Assessment	1,914,397	984,767	-	984,767	929,630	51.4%
I1	Soft Costs Contingency	602,800	-	-	-	602,800	0.0%
J1	FF&E	2,965,586	829,009	-	829,009	2,136,577	28.0%
Total		124,052,480	61,456,635	792,676.51	62,249,312	61,803,168	50.2%

Board of Management Meeting

May 22, 2025

❖ **STAFFING** - Tiffany Chapman, HR Coordinator

Students

- ❖ Active/In Progress – PSW Living Classroom

April 2025

- ❖ Hired – 12 total (3 RPNs, 5 PSWs, 1 CSS PSW, 1 Helping Hands, 1 Scheduling Coordinator, 1 HR Assistant)
- ❖ Terminated/Resigned/Retire in April – 9 Total (5 PSWs, 2 RNs, 1 Helping Hands, 1 FSW)
- ❖ PSW Lines – 12 new “relief” lines posted – recruiting

Vacancies as of May 16/25

- ❖ PSW – 5 temp full-time, 2 perm part-time, 6 temp part-time – all lines posted.
- ❖ RPN – 1 perm full-time, 3 temp full-time, 2 perm part-time, 2 temp part-time – interviewing and recruiting
- ❖ RN – 1 full-time perm (pending PSW to RN completion)
- ❖ Dietary – 2 perm part-time, 4 temp part time – 3 NEW part-time relief lines posted
- ❖ Housekeeping – 2 perm part-time and 4 temp part-time – 1 NEW relief line posted
- ❖ Activities – 1 part-time temp
- ❖ 400 Club – 1 perm part time

❖ **HOUSEKEEPING & NUTRITION & FOOD SERVICES** - Trina Milne, Manager

- ❖ Effective April 1, 2025- Meals on Wheels increased from \$6.17 to \$6.40 per meal.
- ❖ Resident Food Committee reviewed the Spring/Summer menu. Some changes were made to accommodate resident requests for tomato juice, more fresh fruit, cucumber and tomato slices, and more pasta salad. We will also be adding a special occasion menu.
- ❖ New Laundry Chemicals and a dispensing system will be installed at the beginning of June in our current facility. This will also be installed in the new building.

❖ **INFECTION CONTROL** - Ellen Whittaker, IPAC Manager

Hand Hygiene Observations

Audits of resident hand hygiene in the dining room and before the resident is provided with food have now been completed on all units and for the Ministry required, four weeks. Next steps include preparing ongoing audit schedules to ensure that compliance remains high.

Outbreaks:

The respiratory outbreak that was reported in the last report ended on April 25th 2025. The duration of the outbreak was 36 days, with 45 resident cases and 30 reported staff cases. There were no hospitalizations and no deaths. When this outbreak was declared over, masks were no longer mandatory.

Immunization

The collection of staff Measles immunization is ongoing and continues to go well. Resident Covid-19 boosters have been administered. Approximately 170 were given.

IPAC Construction Audits

Audits continue to be done at least weekly. The focus recently has been overhead cleaning prior to the final closing in of ceilings. Also, the construction clean has started on 2nd floor and it is expected that it will soon be ready for the final inspection.

The Board of Management for the District of Nipissing East
Financial Statements
For the year ended December 31, 2024

The Board of Management for the District of Nipissing East
Financial Statements
For the year ended December 31, 2024

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Tel: (705) 495-2000
Fax: (705) 495-2001
Toll-free: 1-888-461-6324
www.bdo.ca

BDO Canada LLP
1164 Devonshire Avenue, Unit 300A
North Bay, Ontario
P1B 6X7

Independent Auditor's Report

To the Members of and the Board of Directors of The Board of Management for the District of Nipissing East

Opinion

We have audited the financial statements of The Board of Management for the District of Nipissing East, which comprise the financial position as at December 31, 2024, the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of The Board of Management for the District of Nipissing East as at December 31, 2024, and its results of operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of The Board of Management for the District of Nipissing East in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards with the basis of accounting described in Note 1, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing The Board of Management for the District of Nipissing East's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate The Board of Management for the District of Nipissing East or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing The Board of Management for the District of Nipissing East's financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of The Board of Management for the District of Nipissing East's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on The Board of Management for the District of Nipissing East's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the non-consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause The Board of Management for the District of Nipissing East to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

North Bay, Ontario
May 14, 2025

The Board of Management for the District of Nipissing East Statement of Financial Position

December 31 2024 2023

Assets

Current

Cash and cash equivalents (Note 3)	\$ 10,869,870	\$ 5,813,934
Accounts receivable (net of allowance of \$384,261)	2,424,080	1,033,386
Prepaid expenses	52,247	92,707
	<u>13,346,197</u>	<u>6,940,027</u>

Restricted cash and cash equivalents (Note 10)	4,573,416	4,000,000
Capital assets (Note 2)	59,028,115	37,027,669

\$ 76,947,728 \$ 47,967,696

Liabilities and Net Assets

Current

Construction line of credit (Note 3)	\$ 51,706,717	\$ 29,752,741
Accounts payable and accrued liabilities (Note 11)	10,953,555	7,848,478
Deferred revenue (Note 6)	941,291	327,635
	<u>63,601,563</u>	<u>37,928,854</u>

Deferred capital contributions (Note 7)	269,400	308,200
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63,870,963 38,237,054

Net Assets

Internally restricted (Note 10)	4,573,416	4,000,000
Internally restricted - invested in capital assets	7,051,998	6,966,728
Unrestricted	1,451,351	(1,236,086)

13,076,765 9,730,642

\$ 76,947,728 \$ 47,967,696

Commitments (Note 13)

On behalf of the Board:

Signed by: Dave Mordino Director
701460703F45478...

[Signature] Director

The accompanying notes are an integral part of these financial statements.

The Board of Management for the District of Nipissing East Statement of Operations

For the year ended December 31	2024 Budget	2024 Actual	2023 Actual
Revenues			
Province of Ontario grants			
- Long Term Care	\$ 22,181,654	\$ 21,821,019	\$ 17,972,895
- Community Support Services	2,815,595	2,512,991	2,208,220
- Pandemic support	-	-	1,179,344
Residents	4,645,430	5,464,393	5,142,838
Municipal levies	3,343,402	3,343,403	3,343,401
Donations	-	1,038,255	16,989
Catering and other	459,053	865,583	663,187
Management fees	80,000	80,000	96,370
Tuck shop	55,000	70,056	52,914
Amortization of deferred capital contributions	-	38,800	38,800
	33,580,134	35,234,500	30,714,958
Expenses (Note 14)			
Residents' medical and nursing	19,457,102	18,231,882	15,998,548
Community Support Services program	2,815,595	2,512,991	2,208,220
Dietary	2,360,252	2,370,399	2,224,452
Building and property	1,939,277	1,985,280	1,936,622
General and administrative	1,951,280	1,734,643	1,603,745
Housekeeping	1,309,629	1,432,466	1,257,206
Program support and services	1,313,381	1,254,208	1,143,616
Resident's food	1,126,023	1,153,463	1,145,493
Laundry and linen	610,179	588,962	516,216
Behavioural Supports Ontario	-	262,131	231,396
Catering and other	-	187,274	122,560
Tuck shop	-	62,216	49,909
Pandemic-related expenses	124,000	-	1,252,687
Amortization	-	112,462	91,085
	33,006,718	31,888,377	29,781,755
Excess of revenues over expenses for the year	\$ 573,416	\$ 3,346,123	\$ 933,203

The accompanying notes are an integral part of these financial statements.

The Board of Management for the District of Nipissing East Statement of Changes in Net Assets

For the year ended December 31				2024	2023
	Invested in capital assets	Internally Restricted	Unrestricted	Total	Total
Balance, beginning of year	\$ 6,966,728	\$ 4,000,000	\$ (1,236,086)	\$ 9,730,642	\$ 8,797,439
Excess of revenues over expenses for the year	(73,662)	-	3,419,785	3,346,123	933,203
Interfund transfers	-	573,416	(573,416)	-	-
Interfund transfers	158,932	-	(158,932)	-	-
Balance, end of year	\$ 7,051,998	\$ 4,573,416	\$ 1,451,351	\$13,076,765	\$ 9,730,642

The accompanying notes are an integral part of these financial statements.

The Board of Management for the District of Nipissing East Statement of Cash Flows

For the year ended December 31	2024	2023
Cash provided by (used in)		
Operating activities		
Excess of revenues over expenses for the year	\$ 3,346,123	\$ 933,203
Items not involving cash		
Amortization of capital assets	112,462	91,085
Amortization of deferred capital contribution	(38,800)	(38,800)
	<u>3,419,785</u>	<u>985,488</u>
Changes in non-cash working capital balances		
Accounts receivable	(1,390,694)	(345,108)
Prepaid expenses	40,460	(7,385)
Accounts payable and accrued liabilities	3,105,077	2,384,619
Deferred revenue	613,656	(151,445)
Employee future benefits	-	(21,604)
	<u>5,788,284</u>	<u>2,844,565</u>
Investing activities		
Purchase of assets under construction	(22,090,955)	(21,020,837)
Purchase of furniture and equipment	(21,953)	-
Transfer to internally restricted funds	(573,416)	(3,500,000)
	<u>(22,686,324)</u>	<u>(24,520,837)</u>
Financing activities		
Proceeds from construction line of credit	21,953,976	18,242,981
Increase (decrease) in cash and cash equivalents during the year	<u>5,055,936</u>	<u>(3,433,291)</u>
Cash and cash equivalents, beginning of year	<u>5,813,934</u>	<u>9,247,225</u>
Cash and cash equivalents, end of year	<u>\$ 10,869,870</u>	<u>\$ 5,813,934</u>

The accompanying notes are an integral part of these financial statements.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

1. Summary of Significant Accounting Policies

Nature of Organization The Board of Management for the District of Nipissing East (the "Board") is a non-profit organization incorporated in the Province of Ontario under the Homes for the Aged and Rest Homes Act and provides accommodation, activity programs and medical services for elderly from participating municipalities. The Board is a registered charity and therefore exempt from income taxes under the Canadian Income Tax Act.

Participating Municipalities The participating municipalities are:

The Corporation of the City of North Bay
Township of Calvin
Township of Bonfield
Township of Chisholm
Township of South Algonquin
Town of Mattawa
Township of East Ferris
Township of Mattawan
Township of Papineau-Cameron

Basis of Accounting The non-consolidated financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards for government not-for-profit organizations including the PS 4200 series of standards, as issued by the Public Sector Accounting Board.

The Board of Management for the District of Nipissing East

Notes to Non-consolidated Financial Statements

December 31, 2024

1. Summary of Significant Accounting Policies (continued)

Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes amounts that are directly related to the acquisition, construction, development, or betterment of the tangible capital assets. Cost includes overhead directly attributable to construction and development, as well as interest costs that are directly attributable to the acquisition, construction or development of the asset.

Amortization is provided for on a straight-line basis over the estimated useful lives of the tangible capital assets as follows:

Machinery and equipment	5 - 10 years
Furniture and fixtures	10 years

Assets under construction are capitalized as expenditures are incurred and no amortization is recorded until assets are ready for use.

Revenue Recognition

The Board follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions restricted for the purchase of the capital assets are deferred and amortized to revenue at the rates corresponding to the related capital assets.

Residents, catering, tuck shop, management fees and interest revenue is recognized when earned, and collection is reasonably assured.

Municipal levies are recognized as revenue in the period they are levied.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

1. Summary of Significant Accounting Policies (continued)

Pension Plans

The Board is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. The Board has adopted defined contribution plan accounting principles for this Plan because insufficient information is available to apply defined benefit plan accounting principles. The Board records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the Plan for past employee service.

Cash and Cash Equivalents

Cash and cash equivalents consist of bank balances and guaranteed investment certificates with a duration of less than three months from the date of acquisition.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

1. Summary of Significant Accounting Policies (continued)

Financial Instruments

Cash and equity instruments quoted in an active market are measured at fair value. Accounts receivable and accounts payable are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

When investment income and realized and unrealized gains and losses from changes in the fair value of financial instruments are externally restricted, the investment income and fair value changes are recognized as revenue in the period in which the resources are used for the purpose specified.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Use of Estimates

The preparation of the non-consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the non-consolidated financial statements and the reported amounts of revenues and expenses during the reporting periods. Accounts receivable are reported based on amounts expected to be recovered and reflect an appropriate allowance for unrecoverable amounts based on management's estimates. Actual results could differ from those estimates.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

2. Capital Assets

			2024	2023
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Land	\$ 966,801	\$ 966,801	\$ -	\$ -
Buildings	11,875,233	11,875,233	-	-
Machinery and equipment	678,580	653,107	25,473	76,418
Furniture and fixtures	400,323	303,968	96,355	135,918
Redevelopment assets under construction (Note 14)	58,906,287	-	58,906,287	36,815,333
	\$72,827,224	\$13,799,109	\$59,028,115	\$ 37,027,669

3. Credit Facilities

Operating facilities:

The Board has an authorized operating line of credit with a limit of \$750,000. The operating line of credit is unsecured and bears interest at the bank's prime rate less 0.5%. At year end, the line of credit was unused.

Capital facilities:

The Board has an authorized construction line of credit with Infrastructure Ontario with a floating monthly interest rate 4.2% at December 2024 (2023 - 5.61%), monthly interest only payments until April 2026, due on demand. At year end, \$51,706,717 (2023 - \$29,752,741) of the line of credit was in use.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

4. Employee Future Benefits

Employee future benefits consist of accumulated unused sick leave for certain employee groups.

Under the accumulated sick leave benefit plan, unused sick leave can accumulate and employees may become entitled to a cash payment on retirement.

Employees in a specific union are credited with 144 hours per year for use as paid absences in the year, due to illness or injury. Employees are allowed to accumulate unused sick day credits each year, up to a maximum of 2,400 hours. Accumulated credits may be used in future years if the employee's illness or injury exceeds the annual allocation of credits. 50% of Hours accumulated, up to 6 months equivalent of salary must be paid upon employee retirement when the employee has 7 years of service to the Board.

The Board of Management for the District of Nipissing East

Notes to Non-consolidated Financial Statements

December 31, 2024

5. Pension Plans

The Board makes contributions to the Ontario Municipal Employees Retirement Fund ("OMERS"), which is a multi-employer pension plan, on behalf of full-time members of staff. The plan is a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to more than 639,765 active and retired members and approximately 1,000 employers.

Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the "Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2024. The results of this valuation disclosed total going concern actuarial liabilities of \$142,489 million in respect of benefits accrued for service with actuarial assets at that date of \$139,576 million indicating a going concern actuarial deficit of \$2,913 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Board does not recognize any share of the OMERS pension surplus or deficit. Contributions made by the Board to OMERS for the year were \$1,383,890 (2023 - \$1,221,423).

6. Deferred Revenue

The Board receives funding from the Province of Ontario and others during the year and in some cases the funding or donations are allocated for specific expenditures which are expected to be incurred in the upcoming fiscal year. The following table breaks down the nature of these deferred revenues:

	2024	2023
Community Support Services unspent funding	\$ 413,119	\$ 306,975
Programs/wages funding and other	528,172	20,660
	<u>\$ 941,291</u>	<u>\$ 327,635</u>

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

7. Deferred Capital Contributions

Deferred capital contributions represent restricted contributions towards the purchase of buildings, equipment and vehicles, which are recognized as revenue to the same extent that the related capital asset is amortized.

	<u>2024</u>	<u>2023</u>
Balance at beginning of year	\$ 308,200	\$ 347,000
Add: Capital contributions received during the year	-	-
Less: Amounts amortized to revenue	<u>(38,800)</u>	<u>(38,800)</u>
Balance at end of year	<u>\$ 269,400</u>	<u>\$ 308,200</u>

Included in cash and cash equivalents at year end is \$528,172 in unspent contributions of the above.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

8. Financial Instrument Risk

Financial Instrument Fair Value Measurement

The following table provides an analysis of financial instruments that are measured at fair value, using a fair value hierarchy of levels 1 to 3. The levels reflect the significance of the inputs used in making the fair value measurements, as described below:

- **Level 1** - Quoted prices (unadjusted) in active markets for identical assets or liabilities
- **Level 2** - Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices)
- **Level 3** - Inputs for the asset or liability that are not based on observable market data (unobservable inputs)

2024				
	Level 1	Level 2	Level 3	Total
Cash and cash equivalents	\$15,443,286	\$ -	\$ -	\$15,443,286
2023				
	Level 1	Level 2	Level 3	Total
Cash and cash equivalents	\$ 9,813,934	\$ -	\$ -	\$ 9,813,934

There were no transfers between Level 1 and Level 2 for the year ended December 31, 2024. There were also no transfers in or out of Level 3.

Financial Instrument Risk Management

The Board is exposed to credit risk, liquidity risk, interest rate risk and other price risk from its financial instruments. This note describes the Board's objectives, policies and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

The Board of Management for the District of Nipissing East

Notes to Non-consolidated Financial Statements

December 31, 2024

8. Financial Instrument Risk (continued)

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Board is exposed to credit risk through its cash and cash equivalents and accounts receivable. The Board maintains cash and cash equivalents with its financial institution in excess of federally insured limits and is therefore exposed to risk from the concentration of cash and cash equivalents.

The Board measures its exposure to credit risk based on the amount of cash and cash equivalents held at financial institutions over the federally insured amount, and the balance of long outstanding accounts receivables.

The Board's maximum exposure to credit risk at the financial statement date is the carrying value of its cash and cash receivable and accounts receivable as presented on the statement of financial position.

There have not been any changes from the prior year in the Board's exposure to credit risk or the policies, procedures and methods it uses to manage and measure the risk.

	0-30 days	31-90 days	91-365 days	1 to 2 years
Cash and cash equivalents	\$ 15,443,286	\$ -	\$ -	\$ -
Accounts Receivable	1,460,406	587,834	375,840	-
Total	\$ 16,903,692	\$ 587,834	\$ 375,840	\$ -

Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and equity risk.

Currency Risk

Current risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign currency rates. The Board is not exposed to currency risk.

Equity Risk

Equity risk is the uncertainty associated with the valuation of assets arising from changes in equity markets. The Board is not exposed to this risk.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

8. Financial Instrument Risk (continued)

Liquidity Risk

Liquidity risk is the risk that the Board will encounter difficulty in meeting its obligations associated with financial liabilities. Liquidity risk includes the risk that, as a result of operational liquidity requirements, the Board will not have sufficient funds to settle a transaction on the due date; will be forced to sell financial assets at a value, which is less than what they are worth; or may be unable to settle or recover a financial asset. The Board is exposed to this risk mainly in respect of accounts payable and accrued liabilities and long-term debt. The Board's approach to managing liquidity is to ensure as far as possible, that it will always have sufficient cash flows to fund its operations and to meet its liabilities when due, under both normal and stressed conditions. There have not been any changes to these risks from the prior year. Unless otherwise noted, the expected cash outflows are within one year. The following table sets out the contractual maturities (representing undiscounted contractual cash-flows) of financial liabilities:

	2024			
	Within 6 months	6 months to 1 year	1 to 5 years	over 5 year
Accounts payable and accrued liabilities	\$ 9,319,370	\$ -	\$ -	\$ -
Construction line of credit	51,706,717	-	-	-
Total financial liabilities	\$61,026,087	\$ -	\$ -	\$ -
	2023			
	Within 6 months	6 months to 1 year	1 to 5 years	over 5 year
Accounts payable and accrued liabilities	\$ 7,467,449	\$ -	\$ -	\$ -
Construction Line of Credit	29,752,741	-	-	-
Total financial liabilities	\$ 37,220,190	\$ -	\$ -	\$ -

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

8. Financial Instrument Risk (continued)

Interest Rate Risk

Interest rate risk is the potential for financial loss caused by fluctuations in fair value or future cash flows of financial instruments because of changes in market interest rates. The Board is exposed to this risk through its long term debt.

The Board holds long-term debt with variable interest rates which involve risks of default on interest and principal and price changes due to, without limitation, such factors as interest rate changes and general economic conditions.

The Board structures its finances so as to stagger the maturities of debt, thereby minimizing exposure to interest rate fluctuations.

There have been no changes to the organization's financial instrument risk exposure from the prior year.

9. Economic Dependence

The Board is economically dependent upon the Province of Ontario funding through the Ministry of Long-Term Care, as 70% of its revenue originates from this source (2023 - 71%).

10. Internally Restricted Net Assets

	2024	2023
General Operating reserve fund	\$ 2,073,416	\$ 1,500,000
Redevelopment Stability fund	2,000,000	2,000,000
Staffing Stability fund	500,000	500,000
	<u>\$ 4,573,416</u>	<u>\$ 4,000,000</u>

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

11. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities consist of the following balances:

	2024	2023
Trade payables	\$ 2,285,890	\$ 2,084,899
Federal sales taxes	934,007	592,466
Ontario Health Team - Nipissing Wellness	2,287,786	319,622
Due to Local Health Integration Network	744,716	509,152
Vacation and sick time	1,013,797	381,029
Ministry of Long-Term Care	2,925,167	2,374,570
Accrued liabilities	762,192	1,205,711
Total accounts payable	<u>\$ 10,953,555</u>	<u>\$ 7,848,478</u>

12. Nipissing Wellness Ontario Health Team Funding

During the year, the Board received \$4,262,153 (2023 - \$2,725,767) in funding from the Province of Ontario to act as paymaster of government funds to the newly established Nipissing Wellness Ontario Health Team (North), an unincorporated body charged with establishing and developing networking relationships and delivery of health care ideas with all significant stakeholders in the District of Nipissing. Of the amount received, \$1,974,367 (2023 - \$1,695,242) was disbursed to fund expenditures in 2024 for this initiative. The Nipissing Wellness Ontario Health Team fiscal year is April - March and these financial statements do not recognize the revenues and expenses relating to this program being the paymaster of funds only and at year end \$ 2,287,786 (2023 - \$319,622) is included on the statement of financial position in accounts payable and accrued liabilities as unspent funding based on the 2024 calendar year, recoverable by the Province of Ontario.

The Board of Management for the District of Nipissing East Notes to Non-consolidated Financial Statements

December 31, 2024

13. Commitments - Redevelopment Project

Redevelopment assets under construction in Note 2 to the financial statements consist of planning, architecture, design and construction costs incurred to date with regards the redevelopment of the existing building into a 264 bed long-term care home. Under this redevelopment project the existing building will undergo a significant transformation to include up to date design standards. This project is expected to be done over two phases of construction over a four to five year period commencing in fiscal 2022. The estimated cost of the project is \$122 million. During the 2022 fiscal year the Board entered into an agreement with a general contractor related to the redevelopment of the long-term care facilities, with a contract value of \$101,580,600.

Financing has been secured with Infrastructure Ontario in the amount of \$120 million which will be amortized over a 30 year period. Construction period costs are being financed by Infrastructure Ontario under a Construction line of credit facility which bears interest at a floating rate of interest which was 5.61% at year end (see Note 3). As part of the financing agreement with Infrastructure Ontario financial guarantees were put in place with the Board's member municipalities.

In order to finance the repayment of the above noted obligation the Board has in place a commitment from the Ontario Ministry of Long-Term Care for 25 years from the date of financial close as defined in the development agreements. In addition, the Board will levy its participating municipalities capital levies over and above annual operating levies for the unfunded portion received from the Ontario Ministry of Long-Term Care. At this time the anticipated provincial portion versus municipal portion of funding this obligation over the 30 years is 30% to 70% respectively.

The total redevelopment assets under construction costs at year end were \$58,906,287 (2023 - \$36,815,332). The expected capital funding to be levied on the nine participating municipalities on substantial completion is \$4,489,729 annually. As of December 31, 2024 the estimated percentage of completion of the project is 52%.

The Board of Management for the District of Nipissing East
Notes to Non-consolidated Financial Statements

December 31, 2024

14. Expenses by Object

The expenses by object for the year are as follows:

	<u>2024</u>	<u>2023</u>
Wages and benefits	\$ 26,223,639	\$ 24,314,578
Contract services, office, minor equipment and other	2,117,595	1,757,367
Food costs	1,252,240	1,218,160
Supplies	904,469	878,899
Utilities	580,396	748,840
Professional fees	330,926	256,641
Insurance	199,102	231,076
Repairs and maintenance	167,548	285,109
Amortization	112,462	91,085
	<u>\$ 31,888,377</u>	<u>\$ 29,781,755</u>



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, P0H 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownship.ca • www.calvintownship.ca

BUILDING REPORT

MONTH: June, 2025

1. NUMBER OF PERMITS ISSUED	3
2. TOTAL MONTHLY VALUE	\$38,200
3. TOTAL FEES COLLECTED	\$1,225
4. TOTAL BUILDING VALUE TO DATE	\$243,200
5. TOTAL FEES COLLECTED TO DATE	\$2,620

COMMENTS:

Permit: 07-2025	Type: Storage Shed	Value: \$16,200	Fee: \$205
08-2025	Storage Shed	\$12,000	\$405
09-2025	Porch	\$10,000	\$455

NOTE: Permit 05-2025 Picked up and paid for. \$565

Permit 08-2025 Not picked up or paid for. \$405

SHANE CONRAD
CHIEF BUILDING OFFICIAL

Building Report

June 2025

June 04: - Submitted May building report to MPAC, CMHC, StatsCan.

- Emails and phone calls.
- Travelled to 875 Homestead Rd. for inspection
- Plan review and issued permit 07-2025 to install a storage shed onto property.
- Submitted May building report to council.

June 11: - Emails and phone calls.

- Plan review and issued permit 08-2025 to construct a storage shed and install solar panels on the roof.
- Drafted letter to property owner.

June 16: - Text from property owner

June 18: - Emails and phone calls.

- Travelled to Peddlers Dr. for site visit with owner
- Travelled to 166 C Talon Lake Rd. for inspection.
- Worked on old permits.

June 20: - Call from property owner about an open permit.

June 25: - Emails & phone calls

- Travelled to 1226 Peddlers Dr. for a site visit.
- Plan review and issued permit 09-2025 for porch roof over entrances.
- Updated building code books with revisions.

A handwritten signature in black ink, appearing to read 'Shane Conrad', is written over a horizontal line.

Shane Conrad CBO